

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – NOVEMBER 10, 2021**



CALL TO ORDER

Chair Pat Jenkins called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:30 pm. Board members present were, Daren Jones, Neesha Patel, Jamilyn Penn, and Abby Sloan. Neesha Patel was excused from the meeting at 4:10 pm. The meeting was conducted virtually due to the Safe Start Washington Reopening Plan to slow the transmission of the coronavirus.

CONSENT AGENDA

1. Approval of Minutes of October 13, 2021, Regular Meeting
2. Approval of October 2021 Payroll, Benefits and Vouchers
3. 2022 Communico Renewal
4. Resolution 2021-14: 2021 Schedule of Recurring Meetings
5. Resolution 2021-15: To Declare Furnishings and Equipment Surplus to Public Service Needs

Trustee Patel moved for approval of the consent agenda. Trustee Penn seconded the motion and it was passed.

BOARD MEMBER REPORTS

There were no Board member reports.

ROUTINE REPORTS

Finance and Business Director Cliff Jo introduced new Finance Manager Mary Stimson.

UNFINISHED BUSINESS

Executive Director Recruitment Update – Staff Experience Director Cheree Green reported the dates for recruitment activities are being finalized. Advertisements and job postings will begin at the end of November.

Sumner Library Update – The property purchase on Main Street has officially closed and has been recorded at the County.

2022 Budget and Service Plans – Executive Director Lomax reported the 2022 proposed budget is similar to 2021. The Library will be prepared to adjust as needed and to remain flexible again in 2022. Director Lomax highlighted key themes in the budget, which include listening to what customers identify as importance post pandemic, offering great service and continuing to adapt as needed or required. Additional areas of focus are the Sumner Library project and testing new ways to deliver library services. The Library's equity, diversity, and inclusion framework and action plan are also being built to ensure that the Library is a place everyone feels they belong.

Trustees agreed that the budget covers the needs of the community and the Library's ongoing commitment to be a good steward of public tax funds.

Public Hearing: 2022 Draft Budget of Revenue and Expenditures

Trustee Jones moved that in accordance with RCW 84.55.120, the public hearing be opened for consideration of increases in property tax revenues, regarding 2021 property tax levies for collection in 2022. Trustee Patel seconded the motion and it passed.

Chair Jenkins then asked if there was anyone in the audience who wished to comment on the 2022 draft budget. There being no further comments, Trustee Patel moved to close the public hearing on the 2022 budget of estimated revenue and expenditures. Trustee Jones seconded the motion and it passed.

UNFINISHED BUSINESS (CONT.)

Trustee Patel moved for approval of Resolution 2021-16: To Request Highest Lawful Levy and Levy Certification. Trustee Sloan seconded the motion and it was passed.

Trustee Jones moved for approval of Resolution 2021-17: To Release Banked Levy Capacity. Trustee Patel seconded the motion and it was passed.

Buckley Library Site Evaluation Update – Director Jo reported that the site characterization work is complete and the next step is coordinating with the Department of Ecology on the remediation investigation and feasibility study report.

OFFICERS REPORTS

2021 Fiscal Year Budget Status – Director Lomax reported the 2021 budget will not need to be amended.

EXECUTIVE SESSION

At 4:07 pm, Trustee Sloan moved to recess to Executive Session, per RCW 42.30.110, to discuss collective bargaining matters for approximately 15 minutes. Trustee Jones seconded the motion and it was passed. Due to technical difficulties, at 4:38 pm, the 15 minute session was restarted on motion to recess by Trustee Sloan and seconded by Trustee Penn. The session ended at 4:52 pm.

ANNOUNCEMENTS

The 3rd annual Trivia Bee will be held November 13, 2021 at 7 pm. The event will be virtual. Information can be found on the Foundation’s website.

ADJOURNMENT

The meeting was adjourned at 4:55 pm on motion by Trustee Penn, seconded by Trustee Jones.

Georgia Lomax, Secretary

Pat Jenkins, Chair