

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – NOVEMBER 18, 2020**



CALL TO ORDER

Chair Daren Jones called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:31 pm. Board members present were Pat Jenkins, Rob Allen, Jamilyn Penn and Brian Thomason. 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 14, 2020, Regular Meeting
2. Approval of October 2020 Payroll, Benefits and Vouchers
3. Resolution 2020-03: 2021 Schedule of Recurring Meetings
4. PCLS Staff Computer Refresh – Additional Purchases

Mr. Allen moved for approval of the consent agenda. Mr. Thomason seconded the motion and it was passed.

BOARD MEMBER REPORTS

There were no Board member reports.

ROUTINE REPORTS

Foundation Director Dean Carrell reported 2nd Annual Trivia Bee – Home Edition was well attended. Over \$20,000 was raised to date.

Branch Services Report – Trustees expressed interest in hearing more about how the Library impacts its community members in the time of the pandemic.

UNFINISHED BUSINESS

2021 Budget and Service Plan: First Reading and Discussion – The balanced draft budget was presented and reviewed by the Board. Ms. Lomax noted department heads developed a flexible budget that will keep the Library moving forward with services that provide impact to the public. It balances fiscal responsibility during a time of financial hardship and uncertainty, with maintaining excellent services within current limitations, and long-term sustainability. It continues investment in Library infrastructure and technology and keeps the Library on track with the levy sustainability fund and the special purpose fund.

Chair Jones expressed his thanks to the Library and team for their efforts.

Public Hearing: 2021 Draft Budget of Revenue and Expenditures

Mr. Allen moved that in accordance with RCW 84.55.120, the public hearing be opened for consideration of increases in property tax revenues, regarding 2020 property tax levies for collection in 2021. Mr. Jenkins seconded the motion and it passed.

Chair Jones then asked if there was anyone in the audience who wished to comment on the 2021 draft budget. There being no further comments, Ms. Penn moved to close the public hearing on the 2021 budget of estimated revenue and expenditures. Mr. Allen seconded the motion and it passed.

UNFINISHED BUSINESS (CONT.)

Mr. Allen moved for approval of Resolution 2020-04: Declaring a Substantial Need to Override the IPD. Mr. Jenkins seconded the motion and it was passed.

Mr. Allen moved for approval of Resolution 2020-05: To Request Highest Lawful Levy and Levy Certification. Mr. Thomason seconded the motion and it was passed.

Mr. Jenkins moved for approval of Resolution 2020-06: To Create Banked Levy Capacity. Mr. Allen seconded the motion and it was passed.

Ms. Penn moved for approval of Resolution 2020-07: To Set Wages and Benefits for Non-Represented Employees for 2021. Mr. Allen seconded the motion and it was passed.

OFFICERS REPORTS

Reopening Communications Plan - Ms. Lomax reported that the Library continues to prepare to open two locations for limited in-library services by the end of the year. With the Governor’s new guidelines as a result of increasing Covid-19 cases, the Library will not open in-library locations before December 14 when the new restrictions expire, or longer depending on updates from public health and State officials.

Voter Point of Assistance Efforts – Customer Experience Initiative Manager Anna Shelton reported over 150 people were helped with obtaining or replacing ballots and voting in the November 3 General Election. Election turnout was very high and the Library was pleased to be a part of this partnership with the Pierce County Election Office and the Puyallup and Tacoma public libraries. 150 people used the online resources available to voters on the Library’s website.

Trustees thanked the Library for its efforts in serving voters in Pierce County.

ADJOURNMENT

The meeting was adjourned at 4:30 pm on motion by Mr. Allen, seconded by Ms. Penn.

Georgia Lomax, Secretary

Daren Jones, Chair