

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – DECEMBER 9, 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 November 18, 2020, Regular Meeting
2. Approval of November 2020 Payroll, Benefits and Vouchers
3. 2021 Insurance Renewal
4. 2021 Phone System Maintenance Renewal
5. 2021 Microsoft Premier Support Renewal
6. 2021 MUNIS/EDEN Support renewal

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

BOARD MEMBER REPORTS

There were no Board member reports.

UNFINISHED BUSINESS

Ms. Lomax noted there were no changes to the draft budget presented at last month's meeting. She noted the 2021 budget is designed to be flexible and will be monitored and reviewed as the coming year unfolds. The Library is prepared to adjust as needed to provide services within available funding parameters and as allowed under pandemic restrictions.

Mr. Allen acknowledged the Library's efforts to maintain a steady budget level for next year while still meeting its long-term strategic goals.

Ms. Lomax expressed gratitude to the taxpayers for passing the levy in 2018 which allowed development of the multiyear fiscal stability strategy that provides for consistent operations over a period of time.

PUBLIC HEARING: 2021 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 budget. There being no further comments, *Ms. Penn moved to close the public hearing on the 2021 budget of revenue and expenditures. Mr. Allen seconded the motion and it passed.*

UNFINISHED BUSINESS (CONT.)

Mr. Allen moved for approval of Resolution 2020-08: To Adopt the 2021 General Fund Budget. Mr. Thomason seconded the motion and it was passed.

Mr. Allen moved for approval of Resolution 2020-09: To Adopt the 2021 Capital Improvement Fund Budget. Mr. Thomason seconded the motion and it was passed.

Mr. Allen moved for approval Resolution 2020-10: To Adopt the 2021 Special Purpose Fund Budget. Mr. Thomason seconded the motion and it was passed.

Mr. Allen moved for approval Resolution 2020-11: To Adopt the 2021 Levy Sustainability Fund Budget. Mr. Thomason seconded the motion and it was passed.

Mr. Allen moved for approval Resolution 2020-12: To Transfer Set-Asides in the General Fund Balance to the Capital Improvement Fund. Ms. Penn seconded the motion and it was passed.

Mr. Allen moved for approval Resolution 2020-13: To Transfer Set-Asides in the General Fund Balance to the Special Purpose Fund. Ms. Penn seconded the motion and it was passed.

Mr. Allen moved for approval Resolution 2020-14: To Record a Portion of Property Tax Revenues to the Levy Sustainability Fund. Ms. Penn seconded the motion and it was passed.

Graham Property Update – Ms. Lomax noted the County approved the resolution to commence design and construction of the project.

Mr. Jenkins moved to authorize the Library to execute the necessary statutory warranty deeds, property sales, and easements between Pierce County Library System and Pierce County, which in their entirety represent the transactions required for the County's project CRP 5819. Mr. Thomason seconded the motion and it was passed.

NEW BUSINESS

2021 Election of Officers – *Mr. Allen moved to approve the slate of officers for 2021 with Mr. Jenkins as Chair and Ms. Penn as Vice-Chair. Mr. Thomason seconded the motion and it was passed.*

ANNOUNCEMENT

Ms. Lomax thanked Mr. Jones and Mr. Jenkins for serving as Chair and Vice Chair during 2020 and thanked all trustees for their support and commitment to the Library throughout the year.

ADJOURNMENT

The meeting was adjourned at 4:03 pm on motion by Mr. Allen, seconded by Mr. Jenkins.

Georgia Lomax, Secretary

Daren Jones, Chair