

CALL TO ORDER

Chair Robert Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:33 pm. Board members present were Donna Albers, Monica Butler, Pat Jenkins and Daren Jones.

PUBLIC COMMENT

There was no public comment.

BOARD EDUCATION AND SERVICE REPORTS

New Trustee Welcome – The Trustees participated in a check-in session to share more about themselves, their passion for libraries and what expertise they could bring to the Board.

Monthly Financial Reports for the Board – Overview – Finance and Business Director Clifford Jo provided an overview of the various financial reports.

Ms. Lomax noted that Finance Manager Dale Hough has taken a position with the Olympia Fire Department. She noted he helped bring a professional financial health to the Library during his tenure.

CONSENT AGENDA

1. Approval of Minutes of the March 8, 2017, Regular Meeting
2. Approval of Minutes of the March 17, 2017, Special Meeting
3. March 2017 Payroll, Benefits and Vouchers
 - Payroll Warrants 3743-3754 dated 3/1/17-3/31/17 in the amount of \$5077.33
 - Payroll Disbursement Voucher dated 3/6/17 in the amount of \$885,308.95
 - Payroll Disbursement Voucher dated 3/21/17 in the amount of \$797,534.03
 - Accounts Payable Warrants 627223-627341 dated 3/1/17-3/31/17 in the amount of \$729171.82
4. Resolution 2017-02 – To Declare Furnishings and Equipment Surplus to Public Service Needs

Ms. Albers moved for approval of the consent agenda. Ms. Butler seconded the motion and it was passed.

BOARD REPORTS

Mr. Jones recently traveled to Revelstoke, British Columbia, Canada, where he visited a community center that had a pool, gym, living area and library in one space. He remarked it was nice to see how the town of 7000 was able to share this space so effectively.

ROUTINE REPORTS

Dashboard – Ms. Lomax reported the drop in checkouts from 2016 was related to discontinuing auto-renewal.

March 2017 Financial Report – Finance and Business Director Clifford Jo said the Library is working on changing the report to be more meaningful to the Board, with a goal to present more project based accounting in the future.

Ms. Lomax said the Library has launched a 2 year project to modernize the financial and human resources systems, which will improve the reporting ability of the library.

Executive Director Report – Ms. Lomax attended the Fife Milton Edgewood State of the City event and was pleased to see the Library referenced often as the civic focus in the community.

UNFINISHED BUSINESS

Facilities Master Plan (FMP) Update – Ms. Lomax reported there continues to be great interest in developing future library facilities. Work is being done to update the information in the report and examine what has been accomplished to date. In future meetings, she will bring selection processes and criteria to the Board for input. Lomax said the FMP serves as a foundational document, and its implementation was based on the Library going out for a district-wide bond that ultimately did not occur due to the recession. She and her team are now looking at developing an action plan for the remaining 13 years of the plan.

Trustee Appointments – Ms. Lomax noted the resolution to confirm the appointment of Mr. Jenkins and Mr. Jones was passed unanimously by the County Council.

NEW BUSINESS

Funding Strategies – Ms. Lomax said as the Library works on the FMP, they are compiling the funding methods and opportunities available.

Mr. Jo provided a matrix of possible funding methods for review and gave a brief overview of the options, asking the Board if they wished to consider additional options of interest not identified in his report. Jo said there may be a mix of funding methods employed.

Deputy Director Melinda Chesbro said the Library needs a good set of funding strategies along with a vision for each of its facilities. Some need just an interior refresh while others need a new building or an expansion.

Lomax said use of bonds to fund buildings would need to take into consideration what the taxpayers can reasonably fund. She said the team would continue working on the options.

Workers Compensation Coverage for Trustees – Trustees will now be covered by L&I per new requirements.

OFFICER REPORTS

Wellness Program Update – Ms. Albers asked if the Library can get meaningful information on employees to improve our premiums. Staff Experience Director Cheree Green said AWC provides a host of meaningful measures to inform the Library and use them to choose wellness activities that address areas for improved health and to impact the Library's costs.

WLA Alki Article by Anna Shelton – Trustees praised Ms. Shelton for her article on being a new supervisor.

EXECUTIVE SESSION

At 5:25 pm, Ms. Albers moved to recess to Executive Session, per RCW 42.30.110, to discuss personnel and property matters for approximately 20 minutes. Mr. Jenkins seconded the motion and it was passed. The Session ended at 5:52 pm.

ANNOUNCEMENTS

The May Board Meeting will be held at the Sumner Library.
The Pierce County READS author event will be held on April 28, 2017, at the McGavick Center.
The Eatonville Library will be closed for improvement April 10-30, with limited service during this time.

ADJOURNMENT

The meeting was adjourned at 5:56 pm on motion by Ms. Albers, seconded by Ms. Butler.

Georgia Lomax, Secretary

Rob Allen, Chair