

CALL TO ORDER

Chair Robert Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:30 pm. Board members present were Donna Albers, Monica Butler, Pat Jenkins and Daren Jones.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Approval of Minutes of the April 12, 2017, Regular Meeting
2. April 2017 Payroll, Benefits and Vouchers
 - a. Payroll Warrants 3755-3760 dated 4/1/17-4/30/17 in the amount of \$5131.05
 - b. Payroll Disbursement Voucher dated 4/6/17 in the amount of \$1068461.48
 - c. Payroll Disbursement Voucher dated 4/21/17 in the amount of \$742,112.28
 - d. Accounts Payable Warrants 627342-627480 dated 4/1/17-4/30/17 in the amount of \$784,690.57
3. Resolution 2017-03: To Designate Primary and Alternate Signatory, Investment and Auditing Officers

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

BOARD REPORTS

There were no Board reports.

ROUTINE REPORTS

April 2017 Financial Report – Finance and Business Director Clifford Jo reported he is revamping the summary report to include the current and two previous months. The Library received approximately \$10.5 M in revenue in April. The Library received an eRate reimbursement of approximately \$191,000. Mr. Jo also included the trial balance report and asked the Board if they wish to see it monthly. Since this information is already reflected in the summary document, the Board elected not to see it in future reports.

Executive Director Report – Ms. Lomax shared her report of activities for the month of April.

UNFINISHED BUSINESS

Facilities Master Plan – Mr. Jo reviewed his facility condition reports which serve as a snapshot of the current physical state of each Library. Discussion ensued about the correlation between the condition of facilities, the number of visitors and ownership of those facilities.

Ms. Lomax said additional factors will be evaluated as the library makes its assessments to determine whether a building is updated or replaced. She also said she continues to talk to mayors and city managers about the role of the library in their plans for their communities.

Ms. Lomax asked the Board for their thoughts on the list of site selection criteria developed in 2009. She noted the Library is in the process of selecting a real estate services brokerage who will assist in developing additional criteria or updating the current list.

Ms. Lomax led the discussion around bonds and reviewed how libraries, including PCLS, have funded their capital projects. Ms. Lomax said she would bring recommendations to the Board for further discussion, information related to their questions about a levy and share preliminary information from the Facilities Master Plan update.

BOARD EDUCATION AND SERVICE REPORTS

Sumner Library & Community Presentation – Sr. Branch Librarian Ben Haines, Adult Services Librarian Laura Farrow and Associate Branch Supervisor Miguel Colon shared about the history of the Sumner branch and reported on the library's efforts to build and maintain strong relationships with the city and its community through programs and outreach services. Following the presentation, the team gave the Trustees a tour of the facility. The Board thanked the staff for their enlightening report and their commitment to the community.

Mr. Haines also introduced Joanie Wood, recording secretary of the Friends of the Sumner Library. Ms. Wood thanked the members of the Board for their service to the Library.

EXECUTIVE SESSION

There was no Executive Session.

ANNOUNCEMENTS

The Our Own Expressions award ceremony will be held May 31, 2017, at 7 pm at Pacific Lutheran University's Lagerquist Hall.

ADJOURNMENT

The meeting was adjourned at 5:50 pm on motion by Ms. Albers, seconded by Mr. Jenkins.

Georgia Lomax, Secretary

Rob Allen, Chair