

CALL TO ORDER

Chair Rob Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:35 pm. Board members present were Pat Jenkins and Donna Albers. Daren Jones and Monica Butler were excused.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Approval of Minutes of the June 13, 2018, Regular Meeting
2. June 2018 Payroll, Benefits and Vouchers
 - a. Payroll Warrants 3824-3827 dated 6/1/18-6/30/18 in the amount of \$6,131.64
 - b. Payroll Disbursement Voucher dated 6/6/18 in the amount of \$1,056,347.10
 - c. Payroll Disbursement Voucher dated 6/21/18 in the amount of \$791,514.11
 - d. Accounts Payable Warrants 629170-629273 dated 6/1/18-6/30/18 in the amount of \$739,509.15

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

ROUTINE REPORTS

Financial Report – The monthly bar charts that show revenue receipts and monthly expenditure payments shows each month in 2018 to be considerably higher than the average of the past 5 years. Finance and Business Director Cliff Jo explained that the past 5 years includes the recession when both revenue and expenditures were lower, and that it would be more useful applying a 3 year average instead of 5 years. Discussion ensued around additional ways to report monthly revenues and expenditures reflected as a percentage of the budget in comparison to similarly calculated percentages during the past 3 or 5 years. In the future, reports will be created to show monthly projected expenditures with actual projected expenditures throughout the year.

Executive Director Georgia Lomax noted contingency fund will be utilized to cover the overage relating to unemployment insurance compensation.

UNFINISHED BUSINESS

Library Priorities and Funding – Ms. Lomax introduced Dan Gottlieb, an attorney with Hillis, Clark, Martin and Peterson, who was available to answer the Trustee's' questions as they considered a resolution to place a measure to restore the Library's levy rate on the November ballot.

Mr. Gottlieb commended the Library for its thoughtful process to seek input from the community. He shared his experience as a library trustee during the Kitsap Library System's recent levy lid lift and his view of the important considerations the trustees should keep in mind.

Mr. Allen read a statement by Ms. Butler in absentia showing approval and support to authorize the Library to place a measure on the November ballot:

The Trustees will be voting on a resolution regarding placing a restored levy vote on the ballot in November. I feel that the Board has adequately reviewed the pros and cons of this over the past year and I fully support the resolution. Without a levy lid lift, the Board will need to make significant budget changes that will include cutting Library hours, reducing services, and cutting back on books and materials. We owe it to the voters to get their input on what direction they wish the library to take.

Mr. Allen noted that while the 1% limit is challenging, it is doing exactly what voters intended it to do by asking them how they value the services the Library provides.

Ms. Albers moved to approve Resolution 2018-07: To Call for an Election Authorizing the Restoration of the District's Regular Property Tax Levy to \$0.50 per \$1,000 of Assessed Value. Mr. Jenkins seconded the motion and it was passed.

Marketing and Communications Director Mary Getchell noted the Library will submit the pertinent documents to the elections offices of Pierce and King Counties. The Library will share informational material with the community about the levy ballot measure beginning in early to mid-August. Activities will include open houses to give the public an opportunity to talk with staff about the levy election.

Ms. Lomax thanked the staff for their good work over the past two years. The Trustees thanked the staff for their dedication during the process.

Amending Budget for 2018

Mr. Jenkins moved to revise the Capital Improvement Fund budget from \$511,500 to \$385,000. Ms. Albers seconded the motion and it was passed.

Dashboard and Statistics Update – Deputy Director Melinda Chesbro presented information on comparable libraries and how they report on metrics. She reviewed the compilation of the trustee's comments from the brainwalk activity they participated in during a previous meeting.

Discussion ensued about the importance of depicting impactful narratives along with numbers and the importance of the Board to understand the value of the reports. It was recommended to present the dashboard alongside the branch narrative reports.

Ms. Chesbro shared her plans on presenting statistics and stories on a particular focus area and highlighting it each month. She would also bring to the Board an overview of the comparable libraries statistics to show the types of measures that are being captured.

BOARD EDUCATION AND SERVICE

Open Public Meetings Act Refresher Training was provided.

EXECUTIVE SESSION

At 5:20 pm, Ms. Albers moved to recess to Executive Session, per RCW 42.30.110, to discuss personnel matters for approximately 10 minutes. Mr. Jenkins seconded the motion and it was passed. The Session ended at 5:32 pm.

ANNOUNCEMENTS

Ms. Albers announced she would not be attending the September meeting.

ADJOURNMENT

The meeting was adjourned at 5:34 pm on motion by Mr. Jenkins, seconded by Ms. Albers.

Georgia Lomax, Secretary

Rob Allen, Chair