

BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, AUGUST 8, 2018

CALL TO ORDER

Vice-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 and Donna Albers and Monica Butler. Rob Allen was excused.

PUBLIC COMMENT

Lakewood resident Mike Brandstetter, commented on the article published in the Suburban Times regarding the levy and Inter-Library loans. He shared that people in his community were supportive of the Library and many were surprised that libraries were subject to the same rules as municipalities. He shared his appreciation for the work of the Library.

CONSENT AGENDA

1. Approval of Minutes of the July 11, 2018, Regular Meeting
2. July 2018 Payroll, Benefits and Vouchers
 - a. Payroll Warrants 3828-3829 dated 7/1/18-7/31/18 in the amount of \$2,883.31
 - b. Payroll Disbursement Voucher dated 7/6/18 in the amount of \$999,146.00
 - c. Payroll Disbursement Voucher dated 7/21/18 in the amount of \$762,827.71
 - d. Accounts Payable Warrants 629274-629392 dated 7/1/18-7/31/18 in the amount of \$559,297.56
3. Resolution 2018-08: To Declare Furnishings and Equipment Surplus to Public Service

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

ROUTINE REPORTS

Financial Report – Finance and Business Director Cliff Jo noted the addition of a new chart depicting percentage trends for both revenue and expenditures. The Board indicated a preference for this chart over the dollar trend charts previously presented.

Executive Director Report – Ms. Lomax reported the Library was a featured partner at the 2018 Canoe Journey hosted by the Puyallup Tribe. The Chief Leschi School will join in the Card in Every Hand program this fall.

Ms. Lomax shared a new video about Library services.

UNFINISHED BUSINESS

Library Election Update – Ms. Lomax provided the Board with informational material that the Library will be sharing with the public about the November levy election, the Library's services and how funding is not keeping up with the costs of providing service to growing and changing communities.

Dashboard and Statistics Update – Deputy Director Melinda Chesbro shared samples of dashboards from other library systems. She said she would bring a draft of the new dashboard report to an upcoming meeting and expects to begin using it in January 2019.

NEW BUSINESS

2019 Budget and Work Plan

Fiscal Management Policy – Annual Review – Mr. Jo noted the Library is not recommending any changes to the policy this year. The Board had no suggestions or comments.

2019 Fiscal Year Calendar – Mr. Jo reviewed the budget calendar. In order to approve the appropriate levy certificate following certification of the November 6 levy vote, the Library will hold a Special Meeting on November 28, 2018.

2018 Property Values for 2019 Tax Levy – Residential property values are anticipated to increase by approximately 11.8% in the Library’s district. The preliminary certificate will be received in September. Regardless of the increase in property values, the Library is limited to no more than a 1% increase in its property tax revenue, plus new construction.

OFFICERS REPORTS

2018 Work Plan Update – My Next Read is a new online service providing personalized reading recommendations for customers. The soft launch was in July. Marketing will begin in September. Customers complete an online form and receive a list of reading recommendations. Customer Experience Director Jaime Prothro noted this is a part of the focus area of Enjoyment. It also example of how the strategic plan helps identify the services the Library provides.

ANNOUNCEMENTS

The September Board meeting will be held at the Gig Harbor Library, located at 4424 Pt. Fosdick Dr. NW, Gig Harbor WA 98335.

ADJOURNMENT

The meeting was adjourned at 4:50 pm on motion by Mr. Jenkins, seconded by Ms. Albers.

Georgia Lomax, Secretary

Daren Jones, Vice-Chair