

**BOARD OF TRUSTEES  
PIERCE COUNTY LIBRARY SYSTEM  
REGULAR MEETING, NOVEMBER 14, 2018**

**CALL TO ORDER**

Chair Rob Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:31 pm. Board members present were Daren Jones, Pat Jenkins, Monica Butler and Donna Albers.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

1. Approval of Minutes of the October 10, 2018, Regular Meeting
2. October 2018 Payroll, Benefits and Vouchers totaling \$2,553,690.13
3. *Resolution 2018-09: 2019 Schedule of Recurring Meetings*

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

**BOARD REPORTS**

Ms. Butler commented on a PBS Newshour segment on the "The Library Book" by Susan Orlean.

**ROUTINE REPORTS**

**Dashboards** – The Foundation has raised \$315,000 to date in impact funding. Foundation Director Dean Carrell reported the Foundation received a bequest for \$40,000 that will fund the beginning of an endowment.

**NEW BUSINESS**

**2019 Board Calendar of Major Work** – The Board reviewed the draft work plan. Additional areas of interest include the value proposition of the Library, deeper understanding of the Library's communities using Analytics on Demand, and the role of the Library in disaster preparedness.

Ms. Albers encouraged Trustees to attend conferences as an opportunity to network with other trustees.

**EXECUTIVE SESSION**

At 4:15 pm, Ms. Butler moved to recess to Executive Session, per RCW 42.30.110, to discuss personnel and labor matters for approximately 15 minutes. Mr. Jenkins seconded the motion and it was passed. The Session was extended an additional 15 minutes. The Session ended at 4:45 pm.

**PUBLIC HEARING: 2019 DRAFT BUDGET OF REVENUE AND EXPENDITURES**

Mr. Jenkins moved that in accordance with RCW 84.55.120, the public hearing be opened for consideration of increases in property tax revenues, regarding 2018 property tax levies for collection in 2019. Ms. Albers seconded the motion and it passed.

Chair Allen then asked if there was anyone in the audience who wished to comment on the 2019 budget.

There being no further comments, Ms. Albers moved to close the public hearing on the 2019 budget of estimated revenue and expenditures. Mr. Jones seconded the motion and it passed.

## UNFINISHED BUSINESS

**Library Restored Levy Election** – The outcome of the levy is too close to call at this time. Final results will be available on November 26. Local measures do not have automatic recount requirements.

**2019 Budget and Work Plan: First Reading and Discussion** – With the election results unclear, Trustees reviewed both the sustain and the reduce budget proposals. Both budgets are balanced. Should the reduce budget be approved, the Library would resize its services to maintain operations and services at a level that can be supported under the funding available. Service reductions would be part of adjusting operations to live within that funding.

Deputy Director Chesbro reviewed the draft budgets. The Capital Improvement fund in the reduced budget will include public process to determine branch closures. In the sustain budget, the Library will focus on feasibility of funding building improvements. The reduce budget will reduce services and resize them to what is sustainable under the 1% increase. She noted the Library would still offer robust, meaningful library services.

Mr. Jo said funding for future elections will be set aside in the Special Purpose Fund in both budgets. The fund will continue to grow to prepare for possible future elections.

Due to the levy vote being too close to call, Resolution 2018-10: To Request Highest Lawful Levy and Levy Certification will be approved during the November 28, 2018, Special Meeting.

## OFFICERS REPORTS

**2017 Fiscal Audit** – Chair Allen noted the auditor was complimentary of the Library and its responsiveness. Future audits will be conducted annually. Ms. Lomax thanked him for attending the exit conference and providing trustee oversight.

## ANNOUNCEMENTS

There were no announcements.

## ADJOURNMENT

The meeting was adjourned at 5:04 pm on motion by Mr. Jenkins, seconded by Ms. Albers.

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Georgia Lomax, Secretary

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Rob Allen, Chair