

CALL TO ORDER

Chair Rob 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 Daren Jones, Donna Albers, Monica Butler and Pat Jenkins.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

1. Approval of Minutes of the January 10, 2018, Regular Meeting
2. January 2018 Payroll, Benefits and Vouchers
 - a. Payroll Warrants 3793-3797 dated 1/1/18-1/31/18 in the amount of \$6,505.06
 - b. Payroll Disbursement Voucher dated 1/6/18 in the amount of \$1,045,206.08
 - c. Payroll Disbursement Voucher dated 1/21/18 in the amount of \$815,810.06
 - d. Accounts Payable Warrants 6284735-628640 dated 1/1/18-1/31/18 in the amount of \$1,464,472.67
3. *Resolution 2018-02: To Declare Furnishings and Equipment Surplus to Public Service*

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

BOARD REPORTS

There were no Board Reports.

ROUTINE REPORTS

Executive Director Report - Ms. Lomax reported the Library received the latest update on the Buckley underground storage tank. Deputy Director Melinda Chesbro noted the conclusions indicate some of the contamination has moved off of the property. The next step is to test to identify the extent of the issues. Mitigation efforts will be addressed thereafter.

Ms. Lomax said feedback from community leaders during her strategic plan presentations has been positive and included the sharing of many stories of how the Library is used and its impact.

UNFINISHED BUSINESS

Library Priorities – Ms. Lomax reported the public engagement process is well underway. Media coverage has been strong and supportive.

The Community Advisory Committee is being formed. Participants have diverse backgrounds in the business, government and non-profit sectors. The committee will meet for three months and will bring a recommendation to the Board in June.

Ms. Lomax said the Library will provide training on levies to the trustees in an upcoming board meeting. This will include an overview of types of levies, implications of each and examples of successes and failures.

NEW BUSINESS

2017 Fiscal Year Report – Ms. Lomax reported the 2017 fiscal year closed in January. She commended the finance department for their work to accomplish this earlier than in past years. Ms. Chesbro noted no contingency funds were used.

Ms. Butler moved to approve Resolution 2018-03: To Close the 2017 Fiscal Year. Ms. Albers seconded the motion and it was passed.

Board Metrics – Ms. Chesbro asked the Board to share their feedback about which metrics they would like the Library to track, how they should be measured and how frequently they should be presented. She said she would take the feedback and provide some options at an upcoming meeting.

Pierce County Reads Preview – Customer Experience Director Jaime Prothro provided an overview of the events scheduled during the 2018 PC Reads program that begins March 11, 2018, at PLU's Olsen Auditorium.

OFFICERS REPORTS

Leadership Academy – Staff Experience Director Cheree Green said the new cohort will benefit from the increased efforts on sponsorship, including mentorship by the first cohort.

Traveling Trustee Meeting – Ms. Lomax confirmed the April Board meeting will be held at the Buckley Library.

EXECUTIVE SESSION

At 4:59 pm, Ms. Butler moved to recess to Executive Session, per RCW 42.30.110, to discuss property matters for approximately 15 minutes. Mr. Jenkins seconded the motion and it was passed. The Session ended at 5:17 pm.

ANNOUNCEMENTS

Chair Allen and Ms. Butler will be excused from the March 14, 2018, meeting. Ms. Albers will be excused from the April 11, 2018, and September 12, 2018 meetings.

ADJOURNMENT

The meeting was adjourned at 5:20 pm on motion by Ms. Butler, seconded by Mr. Jones.

Georgia Lomax, Secretary

Rob Allen, Chair