

**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
REGULAR MEETING, JANUARY 9, 2019**

CALL TO ORDER

Chair Rob Allen called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:32 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 December 12, 2018, Regular Meeting
2. Approval of Minutes of the December 18, 2018, Special Meeting
3. December 2018 Payroll, Benefits and Vouchers totaling \$ 2,772,645.14
4. *Resolution 2019-01: To Declare Furnishings and Equipment Surplus to Public Service Needs*
5. GFOA Contract for ERP/HCM (HR & Finance System)

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

Executive Director Report – Executive Director Georgia Lomax noted the County is reviewing the Library's request to appoint Mr. Jones into his first full term.

The Legislative session begins February 6. The Public Libraries of Washington Legislative agenda focuses on any funding issues supporting efforts around rural broadband access and monitoring bills that may impact library governance, funding or policy.

Ms. Lomax shared the agenda for the Trustees program being held during the American Library Association midwinter conference on January 26 in Seattle.

The Library will be engaging the public in Lakewood, Tillicum and Sumner this year to determine the level of interest in future building projects. A consultant will be hired to help with the process.

UNFINISHED BUSINESS

Election of Officers Process – Chair Allen led the discussion on the officers' election process. He reviewed the history of officer seats and asked the Board for input on how to develop the process for the future elections. After discussion, the Board requested that Ms. Lomax develop a draft rotation plan to allow each trustee to serve as Chair and Vice Chair during their term.

Metrics – Dashboard Update – Deputy Director Melinda Chesbro provided an overview of a draft dashboard for feedback. She will revise the dashboard to include their suggestions and continue discussions at the next meeting.

NEW BUSINESS

2019 Foundation Agreement – Finance and Business Operations Director Clifford Jo and Foundation Director Dean Carrell presented the 2019 agreement and addendum to the Board for approval. Mr. Carrell noted the Foundation raised \$408,000 through December 31, 2018. The Foundation Board will be shifting its focus from transactional fundraising to transformative fundraising.

Ms. Albers moved to authorize Ms. Lomax to sign the 2019 Foundation Agreement as presented. Mr. Jenkins seconded the motion and it was passed.

Ms. Albers moved to authorize Ms. Lomax to sign the 2019 Foundation Addendum as presented. Ms. Butler seconded the motion and it was passed.

2019 Trustee Vacancy – Ms. Albers will complete her term in August. Ms. Lomax asked the Board to consider particular traits and expertise that would be important for a future trustee to bring when serving on the Board. Trustees confirmed the previously used list of skills, knowledge, diversity and representations and noted it would be valuable to have someone with legal or real estate experience.

Collective Bargaining Agreement Negotiations – Staff Experience Director Cheree Green reported the Library and Union have reached a tentative agreement. The Bargaining Unit members will vote in January. If they approve the agreement, the Library will recommend in February that the Board ratify the agreement for 2019-21.

BOARD EDUCATION AND SERVICE

Strategic Framework Report: Core Service – Technology

5-Year Technology Roadmap – IT Manager Stephanie Ratko provided an overview of the Library's technology initiatives through 2023. The roadmap identifies technology goals, objectives, projects and activities that will guide the organization in its planning, coordination and investment decisions.

Technology Metrics

Ms. Ratko, Gig Harbor Branch Manager Karen Brooks, Customer Experience Manager Kayce Austin and Ms. Chesbro presented key elements of the Technology Core Service Metrics that enable the Library to measure its services and assess the skills of its staff and customers.

EXECUTIVE SESSION

At 5:50 pm, Ms. Butler moved to recess to Executive Session, per RCW 42.30.110, to discuss labor matters for approximately 10 minutes. Ms. Albers seconded the motion and it was passed. The Session ended at 6:05 pm.

ANNOUNCEMENTS

The Pierce County Reads author event will be held Saturday, February 16, 2019, from 1:00 – 4:30 pm at McGavick Conference Center, Clover Park Technical College, 4500 Steilacoom Blvd SW, Lakewood.

ADJOURNMENT

The meeting was adjourned at 6:06 pm on motion by Ms. Butler, seconded by Mr. Jenkins.

Georgia Lomax, Secretary

Rob Allen, Chair