



**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
MEETING MINUTES – MAY 10, 2023**

CALL TO ORDER

Chair Jamilyn Penn called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:31 pm. Board members present were Jamilyn Penn, Pat Jenkins, and Pam Duncan. Abby Sloan arrived at 4:00 pm. Neesha Patel was excused. The meeting was conducted in person, with the option of virtual attendance.

PUBLIC COMMENT

Public comments relating to the Lakewood and Tillicum Libraries were made by Lakewood resident Bob Warfield.

CONSENT AGENDA

1. Approval of Minutes of April 12, 2023, Regular Meeting
2. Approval of April Payroll, Benefits and Vouchers
3. Resolution 2023-11: To Declare Furnishings and Equipment Surplus to Public Service Needs

Trustee Duncan moved for approval of the consent agenda as presented. Trustee Jenkins seconded the motion. Motion carried.

BOARD DEVELOPMENT

Bethel School District and Adjacent Services – Bethel School District Superintendent Tom Seigel shared a presentation depicting the lack of County resources in the Bethel School District.

Library Board Governance and Library Policy Best Practices – WA State Librarian Sara Jones and Library Governance Consultant Carolyn Petersen shared a presentation on the roles and responsibilities of library governing boards, with a focus on policy approval and bylaws.

EXECUTIVE DIRECTOR REPORTS

Executive Director Report – Executive Director Gretchen Caserotti expressed her appreciation to Representative Drew Stokesbary and Eric Robertson in District 31 for their advocacy for the Library’s capital projects, with an allotment of over \$2 million in the state’s capital budget. These funds will be used for the new Sumner Library project and the Bonnie Lake Library refresh.

The Administrative Team will be attending a full day retreat to consider the Equity, Diversity, and Inclusion (EDI) recommendations and develop the 2024 work plan and budget.

The policy review framework document has been completed and will serve as a reference for staff to understand the guidelines around policy considerations. It will ensure the process is well documented and provides clarity and transparency.

Fundraising Report – The Library received \$53k in donations for Library Giving Day. Executive Director Caserotti expressed her thanks to Library supporters, donors, and the Foundation staff for their efforts. Funds will go toward supporting the Library’s literacy and technology commitments.

Monthly Dashboard – The metrics dashboard will be sunset in its current form and incorporated into the new public services report.

March 2023 Financial Reports – Personnel expenditures are on budget. Facilities maintenance and repairs items will be posted, as issues arise with the aging facilities.

Public Services Reports – Trustees appreciated the new format and were pleased to see increases in youth programs offered and youth attendees. Deputy Director Connie Behe noted that while the Library has not yet met pre-COVID performance metrics, in-person programs have been in effect since October and the increase in service hours will allow the Library to recover.

Trustees expressed a desire to receive a quarterly or annual public services report showing more detail, including how the current metrics relate to pre-pandemic usage. Executive Director Caserotti noted the Library’s annual report includes more comprehensive data and will be shared with the Trustees when completed. She also noted the restructure of the Customer Experience department, as well as upcoming strategic plan work, will help to inform goals and outcomes.

There was discussion around the evolution of promoting the transformative work being done relating to equity, diversity, inclusion, and belonging.

UNFINISHED BUSINESS

Lakewood Libraries Update – Executive Director Caserotti reported staff has been working on the interim Lakewood building and performing the necessary surveys on the existing facility on Wildaire Rd. She commended Regional Services Manager Elysha Ryan, who has been partnering with the Lakewood Historical Society to find ways to honor the legacy of the former Library building.

Sumner Pierce County Library Update – Executive Director Caserotti reported the County unanimously approved the resolution and has filed it with the Elections office. The filing deadline is Friday, May 12, 2023. The County Council only approved the August ballot measure, and efforts are underway to ensure they address the Library’s request for consideration on the November ballot, which has an August deadline.

Executive Director Caserotti noted the Board and the Library must prepare to consider alternative options should the ballot measure fail.

Appoint Committees to Prepare Arguments “For” and “Against” Voter Approval of the Sumner LCFA Ballot Measure – Executive Director Caserotti reported there were three names submitted

to form the "For " committee and none for the "Against" committee. Discussion ensued on both the legal implications and optics of a former director of the Library System being appointed to the committee.

Trustee Jenkins moved to appoint Jeffrey Rounce, Tara Bywater, and Georgia Lomax to the committee to prepare arguments advocating voter approval of Proposition 1 in the 2023 August Primary Election. Trustee Duncan seconded the motion. Motion carried.

OFFICERS REPORTS

New PCLS Website – Trustees appreciate the new website design, updated content, and the new web address.

ANNOUNCEMENTS

The Summer Reading program launches on June 1, 2023.

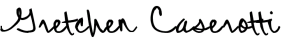
Library Trustee Talks virtual sessions are available through the WA State Library.


Executive Director Caserotti reminded Trustees to respond to the poll to share their availability for an in-person study session on First Amendment training in preparation for the policies scheduled for review this year.

Trustee Duncan inquired about the ending of the emergency COVID requirements and any impacts on the Library. Executive Director Caserotti noted the Library has been preparing for the transition and no policy changes are required that impact the Library and staff. She added this topic will be included in an upcoming agenda.

ADJOURNMENT

The meeting was adjourned at 5:13 pm on motion by Trustee Jenkins, seconded by Trustee Sloan.

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Gretchen Caserotti, Secretary

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Jamilyn Penn, Chair