

## AGENDA

### Regular Meeting of the Pierce County Library System Board of Trustees

October 11, 2023 | 3:30 p.m.

The meeting will be held in person at 3005 112<sup>th</sup> St E, Tacoma, WA 98446

Optional virtual attendance available via:

**Phone:** Dial+1.253.205.0468 | Webinar ID: 819 4170 0672 | Passcode: 419305

**Web Browser or App:** <https://us06web.zoom.us/j/81941700672?pwd=N1hQY0hXWkxEaXZjSnhaQ3RyTkN4QT09>

(Zoom user account is required to join via web browser)

**Call to Order:** Jamilyn Penn, Chair

**Public Comment:** *This is time set aside for members of the public to speak to the Board of Trustees. Comments will be limited to three (3) minutes. To provide comments virtually, sign up by emailing [pmcbride@piercecounitylibrary.org](mailto:pmcbride@piercecounitylibrary.org) by 2:00 p.m. on October 11. Written comments must be provided 24 hours prior to the meeting.*

**Consent Agenda [ACTION]:** *Consent agenda items are considered routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the Library Board requests an item to be removed from the Consent Agenda for discussion.*

1. Approval of Minutes of September 13, 2023, Regular Meeting
2. Approval of Minutes of September 18, 2023, Special Meeting
3. Approval of September Payroll, Benefits, and Vouchers
4. 2024 Fleet Funding Encumbrance Approval

### Executive Director Report

1. Executive Director Report
  - a. Fundraising Performance Report
  - b. August 2023 Financial Report
  - c. Public Services Report and Metrics Dashboard

### Unfinished Business

1. Downtown and Interim Lakewood Libraries Update
  - a. Interim Lakewood Library HVAC Controls Installation **[ACTION]**
2. Strategic Planning Contract and Purchase Order Approval **[ACTION]**
3. 2024 Budget and Work Plan
  - a. Preliminary Levy Certificate and Implicit Price Deflator
  - b. 2024 Preliminary Budget
  - c. 2024 Annual Workplan Summary
4. Policy Review
  - a. Library Rules of Conduct (2<sup>nd</sup> Reading) **[ACTION]**
  - b. Conflict of Interest (1<sup>st</sup> Reading)
  - c. Public Comment (1<sup>st</sup> Reading)
  - d. Unattended Persons (1<sup>st</sup> Reading)
  - e. Community Exhibits (1<sup>st</sup> Reading)
  - f. Accepting Unsolicited Materials and Campaign Literature and Political Forums Discussion
  - g. Communication with the Public Discussion
  - h. Social Media Discussion

## AGENDA

### New Business

1. 2023 Proposed Amended Budgets
  - a. Resolution 2023-14: To Approve the 2023 Proposed Amended Capital Fund Budget **[ACTION]**
  - b. Resolution 2023-15: To Approve the 2023 Proposed Amended Property and Facility Fund Budget **[ACTION]**
2. 2023 Transfers to Capital Fund
  - a. Resolution 2023-16: To Approve a Transfer of \$1.4M from the Property and Facility Fund to the Capital Fund **[ACTION]**
  - b. Resolution 2023-17: To Approve a Transfer of \$2M from the 2023 Anticipated Unspent General Fund to the Capital Fund **[ACTION]**
3. Proposed 2024 Board Meeting Schedule
4. 2024 Trustee Vacancies
5. National Friends of the Library Proclamation – Jamilyn Penn

### **Officers Reports:** *Brief, informational updates or reports about the Library, its staff, and activities*

1. Summer Reading Program Results
2. L&I Update
3. New Sumner Library Project Update
4. Q4 Marketing and Communications Focus – Heart of Your Community
5. Deputy Director Transition

### Announcements

### Adjournment **[ACTION]**