

AGENDA

Regular Meeting of the Pierce County Library System Board of Trustees

December 13, 2023 | 3:30 p.m.

The meeting will be held in person at 3005 112th 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 by 2:00 p.m. on December 13. 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 November 8, 2023, Regular Meeting
2. Approval of November Payroll, Benefits, and Vouchers
3. 2024 Insurance Policy Renewal
4. Approval to Sole Source to Peer Washington

Executive Director Report

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

Unfinished Business

1. 2024 Board Meetings Schedule **[ACTION]**
2. Lakewood Libraries – Update
3. 2023 Fund Transfers
 - a. Resolution 2023-19: To Record All Deposited Property Tax Revenues to the Levy Sustainability Fund **[ACTION]**
4. 2023 Election Fund Budget and Payment of General Election Costs **[ACTION]**
 - a. Resolution 2023-20: To Approve the 2023 Proposed Amended Election Fund Budget
5. 2024 Budget: Second Reading and Discussion

Public Hearing: 2024 Budget of Revenue and Expenditures [ACTION]: *The purpose of this hearing is to receive comments from interested members of the public regarding the Pierce County Library System's final 2024 budget of Revenue and Expenditures. Comments will be limited to three (3) minutes.*

1. 2024 Revenue Sources and 2024 Expense Budget: Consideration of increases in property tax revenues, regarding the 2023 property tax levies for collection in 2024 (per RCW 84.55.120)

Unfinished Business (cont.)

6. 2024 Budget Approvals
 - a. Resolution 2023-21: To Set Wages and Benefits for Non-Represented Employees for 2024 **[ACTION]**
 - b. Resolution 2023-22: To Adopt The 2024 General Fund Budget **[ACTION]**
 - c. Resolution 2023-23: To Adopt The 2024 Capital Improvement Fund Budget **[ACTION]**

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- d. Resolution 2023-24: To Adopt The 2024 Election Fund Budget **[ACTION]**
- e. Resolution 2023-25: To Adopt The 2024 Property and Facility Fund Budget **[ACTION]**
- f. Resolution 2023-26: To Adopt The 2024 Levy Sustainability Fund Budget **[ACTION]**
- g. Resolution 2023-27: To Adopt The 2024 Debt Service Fund Budget **[ACTION]**
7. Policy Review
 - a. Accepting Unsolicited Materials and Campaign Literature and Political Forums (2nd Reading) **[ACTION]**
 - b. Communication with the Public (2nd Reading) **[ACTION]**
 - c. Social Media (2nd Reading) **[ACTION]**
 - d. Resolution 2023-28: To Repeal Board Policies No Longer Needed **[ACTION]**
 - e. Human Resources Policy Manual – Introduction
8. 2022 Annual Report Amendment – GASB 87

New Business

1. 2024 Election of Officers **[ACTION]**
2. 2024 Board of Trustees Calendar of Major Work
3. Future Lakewood Libraries Planning

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

1. 2023 Work Plan Progress
2. 2023 General Election Results
3. Facebook Fraud
4. Strategic Plan Update
5. Peer Washington
6. Buckley Library Site Contamination Update

Announcements

Adjournment [ACTION]