

**BOARD OF TRUSTEES  
PIERCE COUNTY LIBRARY SYSTEM  
MEETING MINUTES – APRIL 9, 2025**

**CALL TO ORDER**

Chair Pamela Duncan called to order the regular meeting of the Pierce County Rural Library District Board of Trustees at 3:31 pm. Board members present were Pamela Duncan, Neesha Patel, Pat Jenkins, and Abby Sloan. Ryan Wheaton was excused. Executive Director Gretchen Caserotti was also excused. The meeting was conducted in person, with the option of virtual attendance.

**PROCLAMATION**

Trustees declared Tuesday, April 8, 2025, as National Library Workers Day through Proclamation 2025-01.

**PUBLIC COMMENT**

There were no public comments.

**STAFF PRESENTATION**

Communications Department Overview – Mary Getchell, Marketing and Communications Director, shared an overview of the Communications department team, outlined their work and highlighted their successes. Director Getchell will be retiring at the end of May, after 16 years of dedicated service to the Library.

Trustees appreciated hearing more about the work of the department. They expressed appreciation for Director Getchell's commitment to the Library.

**CONSENT AGENDA**

1. Approval of Minutes of March 12, 2025, Regular Meeting
2. Approval of March Payroll, Benefits, and Vouchers
3. Resolution 2025-08: To Repeal Board Policies No Longer Needed
4. Resolution 2025-09: To Declare Furnishings and Equipment Surplus to Public Services Needs

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

**REPORTS**

Deputy Director Report – Deputy Director Connie Behe noted circulation is trending down this month for physical and digital materials.

Finance Director Report - February 2025 – Finance Director Mary Stimson provided an overview of the February report. 2026 budget planning will be underway next month.

## **UNFINISHED BUSINESS**

Resolution 2025-10: To Amend the 2025 Capital Budget – Director Stimson provided an overview of the amendments to the Capital Budget due to adjustments to the allocation of the Sumner Library Capital Facility Area (LCFA) bond sales proceeds. The budget was subsequently rebalanced because of this change.

*Trustee Jenkins moved for approval of Resolution 2025-10: To Amend the 2025 Capital Budget presented. Trustee Patel seconded the motion. Motion carried.*

Strategic Implementation Plan Quarterly Update – Deputy Director Behe provided a quarterly update on the Strategic Implementation Plan, highlighting recent activities including staff listening sessions. She reported that communities of practice have been formed for sponsors and leads to facilitate discussions on tools to support peer-to-peer mentoring. The Strategic Implementation Plan (SIP) framework has been developed to guide the overall process, resulting in the launch of all six Priority One strategies. Status updates on current projects were also shared.

The team implemented a new reporting system to collect quarterly statistical data. Deputy Director Behe noted that, beginning in the second half of 2025, quarterly work plan status reports will be phased out. Future updates will be integrated into Strategic Plan or operational project reporting.

Next steps for the team include conducting research, designing project components, and engaging stakeholders.

Discussion ensued regarding the potential impacts of the Institute of Museum and Library Services (IMLS) funding. Deputy Director Behe clarified that although the funding changes will not halt Library operations, they are expected to impact community partners and members of the community.

Sumner Library Project Update – Facilities & Capital Projects Director Kristina Cintron reported that the library's driveway will be repositioned, resulting in redesign costs. A Request for Bid (RFB) has been issued for the site work, and interior design elements are currently in development. A discussion followed regarding the potential cost impacts due to tariffs.

Policy Review – Privacy and Confidentiality

*Trustee Jenkins moved for approval of the Privacy and Confidentiality Policy as presented. Trustee Patel seconded the motion. Motion carried.*

Policy Review – Selection of Library Materials Discussion – Collection Management Director Amy Anderson reported the policy has been updated to include the Library's new mission statement as well as several smaller edits and the removal of a reference to a rescinded policy.

### **NEW BUSINESS**

Library Giving Day – Foundation Director Dean Carrell provided an update on the upcoming event, which is being held in partnership with Puyallup Public Library and Tacoma Public Library. He noted that the current economic climate is affecting many nonprofit organizations, with donations significantly lower than last year's figures.

2025 State Legislative, Federal Executive Orders, and Supreme Court Judicial Case Updates – Deputy Director Behe reported that House Bill 2049 is in committee. The IMLS has halted \$3.9M in funding that was earmarked for WA State Libraries grants.


Discussion ensued on how Trustees can support public libraries. Director Behe directed them to the American Library Association website for additional resources on how individuals can provide support to libraries.

### **ANNOUNCEMENTS**

There were no other announcements.

### **ADJOURNMENT**

The meeting adjourned at 4:42 pm on motion by Trustee Patel, seconded by Trustee Sloan.

  
Gretchen Caserotti (Jul 7, 2025 17:09 PDT)  
Gretchen Caserotti, Secretary

  
Neesha Patel (Jul 8, 2025 19:31 PDT)  
Neesha Patel, Vice Chair









# Board Minutes 20250409

Final Audit Report

2025-07-09

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