

- 1. CALL TO ORDER:** Board Chair Neesha Patel called the meeting to order at 3:32 pm. Vice-Chair Ryan Wheaton and Trustees Pat Jenkins and Abby Sloan were in attendance. Pamela Duncan was excused. The meeting was conducted in person, with a remote attendance option.
- 2. PUBLIC COMMENT:** Written comments were submitted by Amy Rakes, Beth Elliott, Bill Slaughter, Cathy McEneny, Cheri Star (2), Chris Williams, Christina Welch, Christopher L. Fletcher, David L. Shaw, Dorris Huth, Ellen Williams, Gretchen Burkhart, Jennifer McDonald, Krista M. Novak, Mary Brown, Miriam Goldfarb, Nadine Hibbs, Patricia Stevenson, Stephanie Bishop, and Steve Lewis. In person comments were submitted by Meagan Rhoades, Joan Eisenhardt, Grace Meloeny Caroline Perdue, Karen Lovett, and Andrelyn Izquierdo.
- 3. PRESENTATION:** Comprehensive Capital Planning Executive Summary – Executive Director Gretchen Caserotti presented the Executive Summary of the report, noting each future meeting will cover various elements of the report. She reminded the Board this is a recommendation provided by the Library’s consultants and public engagement efforts will take place this year. Due to technical difficulties, the presentation was paused and will be brought back at a future meeting.
- 4. CONSENT AGENDA [ACTION]:**
 - a. Approval of Minutes of December 10, 2025, Regular Meeting
 - b. Approval of December Payroll, Benefits, and Vouchers

Trustees Wheaton and Sloan moved and seconded approval of the consent agenda. All in favor. Motion carried.
- 5. EXECUTIVE DIRECTOR REPORT:**

Executive Director Caserotti reported that Library administrators have been responding to all comments received by the public. She shared a note of appreciation from a Steilacoom customer for the support they received from Library staff during a recent power outage.

The Library is using ClearGov to create a platform that makes its resources and budget process more transparent.

The installation of GoodRoots NW food lockers at the Buckley Library is underway.
- 6. FINANCIAL REPORT**

Finance Director Mary Stimson reported the Library received 100% of property tax revenues. She is expecting to have the 2025 budget closed in March.

7. NEW BUSINESS

- a. 2026 Foundation Agreement and Addenda – *Trustees Patel and Wheaton moved and seconded approval of the 2026 Foundation Agreement and Addenda 1 and 2. All in favor. Motion carried.*
- b. Policy Review: Board Bylaws Discussion – Trustees reviewed the proposed updates to the policy. Discussion ensued on the process of making the recommendation to the County Executive to appoint trustees as well as flexibility on the regular meeting schedule. Executive Director Caserotti will bring the updated policy to the February meeting.
- c. Trustee Vacancy: Board Self-Evaluation, Review Job Description – Executive Director Caserotti asked the Board to review and reflect on trustee roles and responsibilities in preparation for the upcoming vacancy.

At 4:51 pm the meeting was paused due to technical difficulties. Chair Patel resumed the meeting at 5:03pm.

8. MANAGEMENT REPORTS:

- a. SAO Audit Entrance - Trustee Jenkins volunteered to attend the entrance and exit interviews.

9. CLOSING COMMENTS

The Library is holding an online community engagement event on January 22, 2026, to get feedback on how it can provide greater accessibility in its branches.


An artificial intelligence program will be held on January 15, 2026, at the Lakewood Library.

10. ADJOURNMENT

Trustees Jenkins and Wheaton moved and seconded for adjournment. All in favor. Motion carried.

The meeting adjourned at 5:07 pm.


Gretchen Caserotti (Feb 23, 2026 09:16:41 PST)
Gretchen Caserotti, Secretary


Neesha Patel (Feb 25, 2026 13:36:15 PST)
Neesha Patel, Chair