Board of Trustees
Regular Meeting Minutes
June 10, 2026

Pierce County Library System
Information & Imagination

1. **CALL TO ORDER:** Board Chair Neesha Patel called the meeting to order at 3:32 pm. and Trustees Pamela Duncan, Pat Jenkins and Abby Sloan were in attendance. Vice-Chair Ryan Wheaton joined the meeting at 3:39 pm. The meeting was conducted in person at the Administrative Center, with a remote attendance option.

2. **PUBLIC COMMENT:** Comments were submitted by Jen Edwards and Andrelyn Izquierdo.

3. **PRESENTATION**
   a. Comprehensive Capital Plan: Sumner, Bonney Lake, Buckley: Executive Director Gretchen Caserotti shared detailed information and recommendations for the three locations as part of the ongoing review of the Library System's building portfolio.

4. **CONSENT AGENDA [ACTION]**
   a. Approval of Minutes of May 13, 2026, Regular Meeting
   b. Approval of May Payroll, Benefits, and Vouchers

   Trustees Sloan and Wheaton moved and seconded approval of the consent agenda. All in favor. Motion carried.

5. **EXECUTIVE DIRECTOR REPORT**
   Executive Director Caserotti commented on the Library's Passport to the Tournament program and its connection to the 2026 Men's World Cup. She noted, in response to questions about solar panels referenced in the report, that the information was recent and related to grant funding from the Department of Enterprise Services. Additional information will be provided at a future meeting.

6. **FINANCIAL REPORT**
   Finance Director Mary Stimson reported receipt of the first large property tax payment for April and noted successful navigation of first-quarter cash flow constraints. General Fund expenditures were reported as being approximately 25% in most areas, consistent with expectations for the first quarter. She also reported on recent Finance Department work, including attendance at a Munis conference to improve enterprise resource planning systems, engagement with University of Washington Tacoma accounting students regarding governmental finance, and an eight-week sprint to conduct a SWOT analysis of current budget practices. Updates on the SWOT analysis will be provided in August.

7. **UNFINISHED BUSINESS**
   a. Trustee Vacancy Update: Executive Director Caserotti summarized the trustee selection process and recognized the time and contributions of the selection panel. The panel recommended that the Pierce County Executive appoint Tono Sablan to the Board for a term beginning August 6, 2026. Trustees noted that the candidate pool was strong and expressed appreciation for the process.

   Trustee Wheaton was excused at 4:20 pm.

b. Knowledge-Based Decision-Making Training Update: Executive Director Caserotti reported that a consultation call was held with the consultant to discuss the Library System's needs and potential scope. The proposed option was a 90-minute virtual consultant-led workshop, with trustees and administrative team members attending in person, at an estimated cost of $4,500. Discussion ensued on the potential value of the training, relevance to future complex decisions regarding facilities, funding, and service impacts. Trustees also discussed stewardship of public funds, whether current Board processes already provide sufficient information and structure for decision-making, and whether free or self-guided materials could be used instead. Executive Director Caserotti explained that the proposed framework is intended for major or complex issues and would help to document considerations, support transparency, and align staff and Board decision-making. Discussions will continue and future options considered.

8. **NEW BUSINESS**
   a. State Auditor's Office 2025 Annual Report: Director Stimson reported that the Library System timely filed its 2025 annual report with the State Auditor's Office.
   b. 2024 Financial Statement and Accountability Audit Update: The 2024 audit has closed, and the Library received a clean audit opinion with no material weaknesses. Trustees congratulated the Finance Department and staff for the work required to achieve a clean audit.
   c. 2027 Budget Development Timeline: Director Stimson presented the 2027 budget development timeline. Board engagement points were identified in the timeline.

9. **MANAGEMENT REPORTS:** Trustees noted voter turnout information may be useful to include in future election results reports.

10. **TRUSTEE RECOGNITION:** The Board recognized Trustee Abby Sloan for her service. Trustees and staff expressed appreciation for her engagement, commitment to libraries, focus on staff and community service, and contributions during her term. Trustee Sloan reflected on her goals and experiences as a trustee, including support for welcoming library spaces, access for all community members, elimination of fines, and the value of community service.

11. **CLOSING COMMENTS:** Summer reading, Pride Stories and Voices programming, a partnership with Pierce County Human Services to provide water and other essentials during an upcoming heat event, and free summer meals available through partnerships with local school districts and MultiCare Mary Bridge were highlighted.

    Chair Patel asked trustees to continue considering the proposed knowledge-based decision-making training, including the potential benefits of alignment between the Board and administrative team.

12. EXECUTIVE SESSION

At 5:02 pm, the Board recessed into Executive Session for 10 minutes to discuss the periodic evaluation of a public employee, as allowed by RCW 42.30.110. The regular meeting was called back to order at 5:12 pm.

13. ADJOURNMENT

Trustees Sloan and Jenkins moved and seconded for adjournment. All in favor. Motion carried.
The meeting adjourned at 5:14 pm.

Gretchen Caserotti
Gretchen Caserotti (Aug 17, 2026 12:24:34 PDT)
Gretchen Caserotti, Secretary

Neesha Patel
Neesha Patel (Aug 18, 2026 10:25:12 PDT)
Neesha Patel, Chair