

**BOARD OF TRUSTEES:**

**Julio Quan, President**  
**Lillian Hunter, Vice President**  
**John R. (Jack) Connelly, Jr., Trustee**  
**Wayne Williams, Trustee**  
**John Wallace, Trustee**

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**SPECIAL CALLED  
BUDGET MEETING  
MINUTES  
August 1, 2012**

**CALL TO ORDER**

President Julio Quan called the August 1, 2012 Special Called Board Meeting to order at 6 p.m. The meeting was held at the Main Library, 1102 Tacoma Ave. S., Tacoma.

***ATTENDANCE***

Library Board: President Julio Quan, Vice President Lillian Hunter, Trustee Wayne Williams, and Trustee John Wallace were present. Trustee John R. (Jack) Connelly, Jr. arrived at 6:30 p.m.

Library Staff: Library Director Susan Odencrantz, Business Manager Lynn Uglick, Human Resources Manager Kathleen Earl, Confidential Assistant Karen Meyer, Fern Hill and South Tacoma Branch Manager Janet Myers, AFSCME Chair/Acting Library Associate Angelo DeFazio, Community Relations Officer David Domkoski, Tech Services Manager Carolyn Goolsby, Kobetich Branch Manager Susan Marihugh, Wheelock Branch Manager Cheryl Towne, Main Manager Nathan Bomer, Moore & Mottet Acting Branch Manager Shannon Rich, Northwest Room Supervisor Brian Kamens, Main Children's Librarian Brian Leu, Swasey Senior Page Ellen Nishimoto-Webber, MS & R Senior Page Nicki Krotz, Circulation Assistant Tracy Cornelius, Northwest Room Librarian Jean Fisher, Northwest Room Library Associate Jody Gripp, and Reference Associate Candice Hanes were present.

City: Human Resources Director Joy St. Germain and Training and Development Manager Cathy Journey were present

Public: Jennine Trachier, Susan Eidenschink, Edryce Reynolds, Maralise Hood Quan and Chris (did not wish to give last name) were present.

**PRESENTATION OF DIRECTOR'S EVALUATION PROCESS**

Joy St. Germain, Human Resources Director for the City of Tacoma explained the timeline and process for evaluating the Library Director.

The criteria will be determined at the Executive Session of the Board Meeting on August 15, 2012.

Library Director Odenchantz will send her self-evaluation and the Board will send their evaluations to the Training and Development Manager Cathy Journey by August 24, 2012. The Trustees' combined evaluations and the Director's self-evaluation will be sent to the Trustees and to the Director on August 31, 2012.

On September 19, 2012, there will be an Executive Session without the Director and one with the Director to discuss her performance.

## **BUDGET DISCUSSION**

President Quan led the discussion and PowerPoint presentation of eight different 2013-14 budget scenarios. The first four presentations contained a \$3.6 million budget cut. He encouraged people (staff and public) to take approximately ten minutes to discuss the first four. Hands were raised indicating which scenario was preferred. Scenario 4 was the preferred choice which proposes to reduce hours at Main, eliminate vacant Support Services, reduce Technical Services staffing, and reduce the Materials Budget.

Dr. Quan encouraged people to discuss the last four scenarios which contained a \$1.8 million budget cut. Scenario 5 was preferred which proposes to reduce hours at Main, eliminate vacant Support Services positions, reduce Technical Services staffing, and reduce the Materials Budget. Scenario 8 was a close second which proposes to reduce hours at Main, close South Tacoma Branch, eliminate vacant Support Services positions, and reduce the Materials Budget.

The Trustees listened to comments from the staff and public. Each Trustee stated his/her views. A motion was made and seconded to select Scenario 8 (\$1.8 million cut) as the first one to present to the City Manager. President Quan, Vice President Hunter, and Trustee Williams voted for it and Trustees Connelly and Wallace voted against it. Motion carried.

The motion was moved and seconded to use a modified version of Scenario 4 (\$3.6 million cut). Revised Scenario 4 proposes to reduce hours at Main, eliminate vacant Support Services positions, close South Tacoma Branch, and cut the Materials Budget. President Quan, Vice President Hunter, and Trustee Williams voted for it and Trustees Connelly and Wallace voted against it. Motion carried.

## **ADJOURNMENT**

Following proper motion, the meeting adjourned at 8:25 p.m.

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**Julio Quan**

President  
Tacoma Public Library Board

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**SUSAN L. ODENCRANTZ**

Library Director and Secretary to  
the Tacoma Public Library Board