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BOARD OF TRUSTEES:

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

MINUTES
December 18, 2013

CALL TO ORDER

Vice President Lillian Hunter called the December 18, 2013 Regular Board Meeting to order at 5:35 p.m. The meeting was held at the Main Library 1102 Tacoma Avenue S. (Olympic Room), Tacoma.

ATTENDANCE

Library Board: Vice President Lillian Hunter, Trustee Wayne Williams, and Trustee John R. (Jack) Connelly, Jr. were present.
President Julio Quan and Trustee John Wallace were absent.

Library Staff: Library Director Susan Odencrantz, HR Manager Kathleen Earl, Finance/Payroll Lead Susan Calhoun, and Confidential Assistant Karen Meyer were present.

Public: Don Lacky was present.

APPROVAL OF MINUTES

The motion was moved and seconded to approve the Minutes of the November 20, 2013 Board Meeting. Motion carried.

CONSENT ITEMS

RESOLVED, That the Board approves Consent Item #1, as presented.

1. Financial Report for November 2013

RESOLVED, That the Board approves Consent Items #2 and #3, as presented.

2. HR Report for November 2013
3. Circulation Summary for November 2013

PAYMENT OF BILLS

RESOLUTION 13093: Payment of Bills Per Vouchers – Authorization

RESOLVED, That the Board authorizes the payment of bills per vouchers as presented, and further, that the Board approves and ratifies the checks issued by the City of Tacoma for Tacoma Public Library claims, as summarized and documented in materials submitted to the Board.

RESOLUTION 13094: Ratify Recurring Monthly Expenditures – Approval

RESOLVED, That the Board approves and ratifies the November 2013 payments for the City of Tacoma services provided to the Tacoma Public Library as presented in Attachment B.

PUBLIC COMMENTS – (NONE)

UNFINISHED BUSINESS (NONE)

NEW BUSINESS

RESOLUTION 13095: Authorization to Declare Items for Surplus – Approval

RESOLVED, That the Board declares as surplus to the needs of the Tacoma Public Library, as presented.
The motion was moved, seconded, and passed.

RESOLUTION 13096: Authorization to Consign Items for Sale or Recycling - Approval

RESOLVED, That the Board authorizes the Library Director, or her designee, to consign the presented items to be auctioned or recycled at the earliest possible date.
The motion was moved, seconded, and passed.

RESOLUTION 13084: Approval to Accept the 2014 Board Meeting Venue as Changed to Reflect a Wednesday Date in February Instead of a Saturday Date as Previously Listed.

RESOLVED, That the Board approves the 2014 Board Meeting Venue as revised.
The motion was moved, seconded, and passed.

RESOLUTION 13100: Approval to Accept the "Preferred Vendors for Library Materials" for More Than $50,000 per Vendor per Year for Fiscal Year 2014.

RESOLVED, That the Board approves the 2014 "Preferred Vendors for Library Materials" for more than $50,000 per vendor as attached.
The motion was moved, seconded, and passed.

RESOLUTION 13101: Approval to Accept the Budget Appropriations of $11,975,959 for Fiscal Year 2014.

RESOLVED, That the Board approves the 2014 Budget appropriation of $11,975,959.
The motion was moved, seconded, and passed.

RESOLUTION 13105: Approval to Accept Administrative Policy Revision 10.16 "Call Back Procedures and Use of Take-home Vehicles: as revised.

RESOLVED, That the Board approves Policy Revision 10.16 as presented.
The motion was moved, seconded, and passed.

RESOLUTION 13097 – Approval to Accept the Donation of $40 from Jenny Rebecca Glass.

RESOLVED, That the Board accepts the $40 donation from Jenny Rebecca Glass.
The motion was moved, seconded, and passed.

RESOLUTION 13098 – Approval to Accept the Donation of $35 from Mrs. Anne-Marie Thompson for the Children's Collection in Memory of Patricia R. Sweeney.
RESOLVED, That the Board accepts the $35 donation from Mrs. Thompson for the Children's Collection in memory of Patricia Sweeney.
The motion was moved, seconded, and passed.

RESOLUTION 13099 – Approval to Accept the Donation of $50 from Christine Klejbuk for the Children's Collection in Memory of Patricia R. Sweeney.

RESOLVED, That the Board accepts the $50 donation from Christine Klejbuk for the Children's Collection in memory of Patricia Sweeney.
The motion was moved, seconded, and passed.

RESOLUTION 13102– Approval to Accept the Donation of $20 from Jane Hansen for the Children's Collection in Memory of Patricia R. Sweeney.

RESOLVED, That the Board accepts the $20 donation from Jane Hansen for the Children's Collection in memory of Patricia Sweeney.
The motion was moved, seconded, and passed.

RESOLUTION 13103– Approval to Accept the Donation of $25 from Geremy & Sherrie Ferguson for the Children's Collection in Memory of Patricia R. Sweeney.

RESOLVED, That the Board accepts the $25 donation from Geremy & Sherrie Ferguson for the Children's Collection in memory of Patricia Sweeney.
The motion was moved, seconded, and passed.

RESOLUTION 13104– Approval to Accept the Donation of $200 from Joyce Briggs & Family for the Children's Collection in Memory of Patricia R. Sweeney.

RESOLVED, That the Board accepts the $200 donation from Joyce Briggs & Family for the Children's Collection in memory of Patricia Sweeney.
The motion was moved, seconded, and passed.

ADJOURNMENT

Following proper motion, the meeting adjourned at 5:45 p.m. The next Board Meeting will be held January 15, 2014 at 5:30 p.m. at the Main Library (Olympic Room).

Lillian Hunter
Vice President
Tacoma Public Library Board

SUSAN ODENCRANTZ
Library Director and Secretary to
the Tacoma Public Library Board