

CENTRALIA REGIONAL LIBRARY DISTRICT  
FEBRUARY 2023  
REGULAR BOARD MEETING

DATE: February 15, 2023

TIME: 4:00 p.m.

PLACE OF MEETING: The Centralia Regional Library District Board of Trustees met in the Monken Activity Room at the library in regular session on Wednesday, February 15, 2023. The Meeting was called to order at 4:00 p.m. by President Julie Boltz.

MEMBERS PRESENT: Vicky Benjamin, Julie Boltz, Karen Bounds, Todd Glispie, Tracey Starr, Bev Virobik.

MEMBERS ABSENT: Paula Becker.

OTHERS PRESENT: Library personnel: Diana Donahoo, Tammy Wendling

TRAINING: Donahoo went over the Special Reserve fund, Capital Projects fund, and the Working Cash fund; giving the balances of each fund and what the funds could be used for.

PUBLIC COMMENT: None.

MINUTES: Glispie made a motion to approve the minutes from the January 18, 2022 regular board meeting. Motion was seconded by Virobik and passed by roll call vote.

Starr made a motion to approve the minutes from the January 25, 2022 special board meeting. Motion was seconded by Glispie and passed by roll call vote.

Benjamin made a motion to approve the minutes from the February 9, 2022 special board meeting. Motion was seconded by Virobik and passed by roll call vote.

TREASURER'S REPORT: Trustees reviewed the January report; with discussion centering on the status of the General Fund.

BILLS: Bounds made a motion to approve payment of the February bills in the amount of \$46,485.39, with a second from Glispie. Motion passed by roll call vote.

REPORT OF MANAGEMENT TEAM/STAFF: None.

REPORT OF THE DIRECTOR: Included with the minutes. Additional items reported: discussed the ongoing lighting project, updating security cameras, and installing keyless entry at the front main entrance.

REPORT OF THE PRESIDENT: Boltz told trustees she had emailed info on ILA spring workshops for trustees and encouraged them to sign up for workshops they found interesting.

COMMITTEE REPORTS:

BUILDING & GROUNDS: City of Centralia picked up all the curbside brush piles .

COMMUNITY RELATIONS & MARKETING: No report.

FINANCE & CONTRIBUTIONS: No report.

LONG RANGE PLANNING: No report.

PERSONNEL & POLICIES: No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

- Action on two CDs maturing in February

Bounds made a motion to renew the 2 CDs maturing in February for 12 months at 3.5%. Motion seconded by Benjamin and passed by roll call vote.

- Action on Culbertson Heating & Cooling 2023 Maintenance Agreement

Starr made a motion to approve the 2023 maintenance contract from Culbertson Heating & Cooling for semi-annual (spring and fall) maintenance at \$1600 for each of the two trips. Glispie seconded the motion and it passed by roll call vote.

- Action on Updated Bid on LED Lighting Project from Purcell Electric

Glispie made a motion to accept the new bid of \$32,692.00, which voids the original bid previously brought to the Board, from Purcell Electric Service for lighting upgrades. Motion was seconded by Starr and passed by roll call vote.

With no other business to come before the Board, a motion to adjourn was made by Bounds; seconded by Glispie and approved by acclamation at 4:32 p.m.

Minutes as presented by:

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Acting Secretary, Karen Bounds

Prepared by: Diana Donahoo, Library Director