

CENTRALIA REGIONAL LIBRARY DISTRICT

OCTOBER 2023
REGULAR BOARD MEETING

DATE: October 18, 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, October 18, 2023. The Meeting was called to order at 4:00 p.m. by President Julie Boltz.

MEMBERS PRESENT: Julie Boltz, Karen Bounds, Paula Becker, Todd Glispie, Tracey Starr, Tammy Miller, Vicky Benjamin.

MEMBERS ABSENT: None

OTHERS PRESENT: Library personnel: Tammy Wendling, Rita Speiser
Public: Ellie McClelland, George Lackey

TRAINING: Reviewed Serving Our Public - Chapters 4-6

PUBLIC COMMENT:

McClelland would like to have the Farmer's Market on the Library Park next year.

McClelland presented the Board of Trustees with handouts and there was discussion and questions about what all would be involved. Boltz said a contract is needed. The Board Of Trustees would need to further discuss this and give a decision at the January 2024 Board Meeting.

Lackey talked about the Reading Room Wall and that it is dry underneath in the crawl space so the moisture is coming from the top somewhere. Lackey will attend the next Building & Ground Committee meeting.

MINUTES: Starr made a motion to approve the minutes from the September 20, 2023 regular board meeting. Motion was seconded by Bounds and passed by roll call vote.

TREASURER'S REPORT: Trustees reviewed the September's report and found funds in good standing. Wendling noted that the library has received over two thirds of the property tax.

BILLS: Bounds made a motion to approve payment of the October bills in the amount of \$49,230.69 with a second from Glispie. Motion passed by roll call vote.

REPORT OF MANAGEMENT TEAM/STAFF: Speiser gave an update on the requirements for Cataloging. Speiser also noted that she was doing Storytime at BCMW Headstart and Books for Treat was Friday, October 27,2023.

REPORT OF THE DIRECTOR: Included with the minutes. Wendling also noted Mobile Hotspots will be available for check out next week. Wendling talked about tomorrow's Members Matter Meeting was for Trustees and would be available on Youtube if the Trustees could not come.

REPORT OF THE PRESIDENT: The Decennial meeting will be after the Library Board Meeting on November 15, 2023.

COMMITTEE REPORTS:

BUILDING & GROUNDS: Becker shared the minutes from the meeting held on September 28, 2023. Bounds made a motion to accept the minutes as given. Motion was seconded by Starr and passed by roll call vote.

Boltz requested Home & Leisure be recontacted for a bid to remove the chimneys. Bounds filled the hole in the parking area. Wendling will check on when the last time the parking lot was resealed.

COMMUNITY RELATIONS & MARKETING:

Benjamin said the Committee will meet at 4:00 p.m. on October 23, 2023.

FINANCE & CONTRIBUTIONS: No Report.

LONG RANGE PLANNING: No report.

PERSONNEL & POLICIES: No report.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Bounds made a motion to have Advantage Archive start microfilming the Centralia Sentinel starting with 2023 newspapers. Seconded by Starr and approved by roll call vote.

Two bids were presented for power washing the building. S&S Pro Wash was an estimate of \$1500-\$2000 for the front of the building and Honest Detail Plus was \$2750 which included the gutters. Benjamin made a motion to accept the bid from S&S Pro Wash. Seconded by Miller and approved by roll call vote.

Wendling talked about "Positive Pay" with Peoples National Bank. This would be more work for the Bookkeeper as the person would have to check the bank account each day to give approval for checks to be processed and cost approximately \$700 per year. Starr made the motion to opt out of Positive Pay with Peoples National Bank. Seconded by Miller and approved 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 5:41 p.m.

Minutes as presented by:

Acting Secretary, Paula Becker

Prepared by: Tammy Wendling, Library Director