

CENTRALIA REGIONAL LIBRARY DISTRICT
DECEMBER 2023
REGULAR BOARD MEETING

DATE: DECEMBER 20, 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, December 20, 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, Vicky Benjamin.

MEMBERS ABSENT: Tammy Miller

OTHERS PRESENT: Library personnel: Tammy Wendling, Rita Speiser

TRAINING: Serving Our Public 4.0 & Sexual Harassment Training Online @ home

PUBLIC COMMENT: None

MINUTES: Starr made a motion to approve the minutes from the November 15, 2023 regular board meeting. Motion was seconded by Benjamin and passed by roll call vote.

TREASURER'S REPORT: Trustees reviewed November's report and found funds in good standing.

BILLS: Bounds made a motion to approve payment of the November bills in the amount of \$67,802.24 with a second from Becker. Motion passed by roll call vote.

REPORT OF MANAGEMENT TEAM/STAFF: Speiser gave an update on the different programs going on in the Youth Department and training completed for Cataloging. The Library will be participating in the Tri County Conference at Centralia High School on February 16th. Story Time with Santa was a success.

REPORT OF THE DIRECTOR: Included with the minutes. Wendling shared that Carla Covalt gave her two weeks notice. Covalt's last day is December 31st. Wendling is reaching out to other Cleaning Services for bids.

REPORT OF THE PRESIDENT: There was discussion about bed bugs in the library. Wendling will reach out to Pest Control for preventative measures.

COMMITTEE REPORTS:

BUILDING & GROUNDS: Wendling stated she is still waiting on bids for the Stump Removal.

COMMUNITY RELATIONS & MARKETING: No Report

FINANCE & CONTRIBUTIONS: No Report.

LONG RANGE PLANNING:

The Board reviewed Goal #3&4 of the Long Range Policy. Pursuing grant money is an ongoing process. Wendling will work with Sistek to set up an account with Instagram. Boltz shared the need to do patron surveys. The board agreed to participate in the Home Show on March 23rd & 24th.

PERSONNEL & POLICIES: No report.

UNFINISHED BUSINESS:

There was discussion about the "Paid Leave for All Workers" Law that goes into effect January 1st. Boltz and Wendling will work on revising the current policy.

NEW BUSINESS:

Starr made a motion to close the library on January 16, 2024 for an all day staff meeting. Seconded by Glispie and approved by roll call vote.

There were no closed session minutes to review.

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 5:10 p.m.

Minutes as presented by:

Acting Secretary, Paula Becker

Prepared by: Tammy Wendling, Library Director