

CENTRALIA REGIONAL LIBRARY DISTRICT  
JANUARY 2024  
REGULAR BOARD MEETING

DATE: January 17, 2024 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, January 17, 2024. 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

MEMBERS ABSENT: Vicky Benjamin

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

TRAINING: None

PUBLIC COMMENT:

McClelland answered questions and addressed concerns about having the Farmer's Market on the Library Park this year. The concerns consisted of bathrooms, trash pick up, insurance, vendors parking, and need for a contract in writing. The Farmer's Market season is from May through October. The market would be held from 8:00-12:00 on Saturdays. The Board will take action at the February's Board Meeting.

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

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

BILLS: Bounds made a motion to approve payment of January's bills in the amount of \$62,604.10 with a second from Glispie. 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 aquarium has been moved. Wendling gave a report on the Crochet Club. Prachts gave a donation to purchase a mini doctor's office set for the Discovery room. Speiser shared preventive measures from Pest Control concerning the issue of Bed Bugs.

REPORT OF THE DIRECTOR: Included with the minutes.

REPORT OF THE PRESIDENT: Discussion of Goal 5 of the Long Range Plan will be postponed until next

month. Boltz also encouraged library staff to post on Instagram along with Facebook with what is going on at the library.

#### COMMITTEE REPORTS:

BUILDING & GROUNDS: No Report

COMMUNITY RELATIONS & MARKETING: No Report

FINANCE & CONTRIBUTIONS: No Report.

LONG RANGE PLANNING: No Report.

PERSONNEL & POLICIES: No report.

#### UNFINISHED BUSINESS:

Miller and Wendling will work on revising the current policy to include PLAW requirements.. The Reading Room Wall is still being tabled.

#### NEW BUSINESS:

Wendling presented two bids for cleaning, Alli's Cleaning Service - \$5,233 a month, Meskil's Cleaning Service - \$1800 a month. There was also discussion about having an employee take over the cleaning. Currently, staff is filling in. Wendling will reach out to Garner Cleaning Service for a bid. The board decided to table this until the next meeting.

Glispie made a motion to approve the purchase of 2 tablets for the Youth Department from Lazerware in the amount of \$686.80. Motion was seconded by Miller and passed by roll call vote.

Renewal of Cds maturing in February was tabled until next month's meeting.

Becker made a motion to approve the 2024 maintenance contract from Culbertson Heating & Cooling for semi-annual (spring and fall) maintenance at \$1650 for each of the two trips. Bounds seconded the motion and it 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 5:22 p.m.

Minutes as presented by:

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Acting Secretary, Paula Becker

Prepared by: Tammy Wendling, Library Director