

CENTRALIA REGIONAL LIBRARY DISTRICT
MARCH 2024
REGULAR BOARD MEETING

DATE: March 20 ,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, March 20, 2024. The Meeting was called to order at 4:00 p.m. by President Julie Boltz.

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

MEMBERS ABSENT: None

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

TRAINING: None

PUBLIC COMMENT:

Ellie McClelland answered questions and concerns about the Farmer's Market Contract. Both McClelland and the Board agreed to change the wording on #16 to "without risk of cancellation unless mutually agreed by both parties." The City of Centralia is on board with this. McClelland shared one of her obstacles right now is lack of staff. Wendling will make the revisions and get back with McClelland.

MINUTES: Starr made a motion to approve the minutes from the February 21, 2024 regular board meeting. Motion was seconded by Miller and passed by roll call vote.

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

BILLS: Glispie made a motion to approve payment of March's bills in the amount of \$50,279.10 with a second from Bounds. 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. More classes from different schools in the area are taking field strips to the library. Speiser shared she would be reading stories at BCMW;s story walk.

REPORT OF THE DIRECTOR: Included with the minutes.

REPORT OF THE PRESIDENT: None

COMMITTEE REPORTS:

BUILDING & GROUNDS: No Report

COMMUNITY RELATIONS & MARKETING: Benjamin shared some ideas for Survey questions she found online. After some discussion, it was decided a single sheet with 5 questions that could be answered with no name address would be the best way to go.

FINANCE & CONTRIBUTIONS: No Report.

LONG RANGE PLANNING: Goal #5 of the Long Range Plan was discussed.

PERSONNEL & POLICIES: Star shared the committee needed to set a date for a meeting.

UNFINISHED BUSINESS:

The Reading Room Wall is still being tabled.

NEW BUSINESS:

-Action on two Cds maturing in March

Bounds made a motion to renew the 2 CDs maturing in February for 12 months at 4.85%.
Motion seconded by Miller and passed by roll call vote.

-Action on hiring Lisa Guthrie full time.

Guthrie's main duties would be Computer Lab Supervisor and Outreach Coordinator. This would also include her being the Assistant Library Director to fill in when Wendling is off.

Becker made a motion to hire Guthrie full time @ \$16.00 an hour. Motion seconded by Starr and passed by roll call vote.

-Action on Paid Time Off Policy

Wendling and Miller worked together on the Paid Time Off Policy and Wendling explained in more detail. Bounds made a motion to approve the Paid Time Off Policy. Glispie seconded the motion and passed by roll call vote.

-Action on Indiana Farmers Insurance Renewal

A motion was made by Becker and seconded by Bounds to renew the policy with Indiana Farmers Insurance. Motion passed by roll call vote. Renewal information filed with approved minutes.

With no other business to come before the Board, a motion to adjourn was made by Bounds; seconded by Becker and approved by acclamation at 5:15 p.m.

Minutes as presented by:

Acting Secretary, Paula Becker

Prepared by: Tammy Wendling, Library Director