

CENTRALIA REGIONAL LIBRARY DISTRICT

APRIL 2024

REGULAR BOARD MEETING

DATE: April 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, April 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, Vicky Benjamin, Todd Glispie (Late)

MEMBERS ABSENT: Tammy Miller, Tracey Starr

OTHERS PRESENT: Library personnel: Tammy Wendling, Rita Speiser, isa Guthrie

TRAINING: ILead Trustee Portal - Wendling will email the login information

PUBLIC COMMENT: None

MINUTES: Bounds made a motion to approve the minutes from the March 20, 2024 regular board meeting. Motion was seconded by Benjamin and passed by roll call vote.

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

BILLS: Becker made a motion to approve payment of April's bills in the amount of \$44,319.76 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. Guthrie shared she was training the new employees in the lab and gave an update on the community outreach meetings. Boltz talked about the positive feedback she heard from the community about the library's role with the Solar Eclipse event and getting more coverage in the Sentinel.

REPORT OF THE DIRECTOR: Included with the minutes.

REPORT OF THE PRESIDENT: None

COMMITTEE REPORTS:

BUILDING & GROUNDS: No Report

COMMUNITY RELATIONS & MARKETING: Benjamin provided a 5 question Community Survey. Plans are to use it at the Locust Street Fair on May 4th and other events along with putting it on the library's website.

FINANCE & CONTRIBUTIONS: No Report.

LONG RANGE PLANNING: Glispie shared the committee needed to set a date for a meeting.

PERSONNEL & POLICIES: The committee met and discussed a few policy changes that will be presented under New Business.

UNFINISHED BUSINESS:

The Reading Room Wall is still being tabled.

Wendling shared that Ellie Mclelland reached out to her today to say that the Farmer's Market may not be moved this year to the Library. Mclelland does not have enough help.

NEW BUSINESS:

-Action on two Cds maturing in April

Bounds made a motion to renew the 4 CDs maturing in April for 12 months at 4.75%.
Motion seconded by Glispie and passed by roll call vote.

-Action on Director's Evaluation.

Boltz updated the Evaluation Form for the Director. Benjamin made a motion to accept the changes made to the Director's Evaluation. Becker seconded the motion and passed by roll call vote.

-Action on Food and Beverage Policy

Wendling discussed the changes made to the Food and Beverage Policy. Glispie made a motion to approve the Food and Beverage Policy as presented. Bounds seconded the motion and passed by roll call vote.

-Action on Computer Use Policy

Wendling shared the reasons for allowing people to use the computers even if they owe the library money and to lower the cost for color copies to \$.50 a page. A motion was made by Bounds and seconded by Becker to accept the updated Computer Policy as presented. Motion 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 4:43 p.m.

Minutes as presented by:

Acting Secretary, Paula Becker

Prepared by: Tammy Wendling, Library Director