

Centralia Public Library
Board meeting minutes
July 14th, 2022

Trustees Present: Alan Baca, Angie Taylor, Catherine Simmons, Katherine Butrum, Melissa Maxwell, Felicia Beckmann & Suzanne Long.

Trustees Absent: Linda Luke & Larry Dorman

Others in Attendance: Director Amy Hopkins

President Baca called the meeting to order at 6:15 p.m.

Public Comments: N/A

City Information Report: N/A

Minutes: April & May minutes were reviewed via email, and during the meeting. Trustees Luke and Dorman were unable to attend this meeting but acknowledged (*through text message*) of their approval for both documents.

Trustee Taylor made a motion to approve the April meeting minutes, Trustee Maxwell seconded. All in favor, motion carried.

Trustee Simmons made a motion to approve the May meeting minutes, Trustee Butrum seconded. All in favor, motion carried.

June meeting minutes were reviewed. Trustee Simmons made a motion to approve the June meeting minutes, Trustee Taylor seconded. All in favor, motion carried.

Treasurer's Report: Trustee Butrum made a motion to approve the June Treasurer's report, Trustee Simmons seconded. All in favor, motion carried.

Old Business:

- A. **Policy update - 2nd reading - Appropriate Use of the Library document.** Trustee Taylor made a motion to approve the policy update as written, Trustee Beckmann seconded. All in favor, motion carried.

- B. The newly poured sidewalk has numerous cracks throughout, on the SW corner of the library property. Mike Forsee with the City of Centralia will contact Director Hopkins once he has spoken with Kevin Jennings (Jennings and Sons Construction) about the issues. The Board will be updated via email once there is information to share. It was decided that we will not proceed with the front entry concrete replacement until these issues are resolved.

- C. A "no smoking on library property" sign will be installed at the Pavilion.

New Business:

- A. **Felicia Beckmann** was welcomed as the newest member of our Board of Trustees. She will fill out the remainder of Amber Brown's term which will expire in 2023.

- B. **Board Officers for FY 2022-2023 -**
 - a. **President: Alan Baca**
 - i. Trustee Taylor nominated Alan Baca to remain as President, seconded by Trustee Simmons. All in favor, motion carried.
 - b. **Vice President: Catherine Simmons**
 - i. Trustee Simmons volunteered to serve as our Vice President. Trustee Butrum motioned that Catherine Simmons become our new VP, seconded by Trustee Long. All in favor, motion carried.
 - c. **Treasurer: Linda Luke**
 - i. Trustee Luke agreed to serve as our Treasurer if there were no volunteers to take over the position. Trustee Maxwell motioned that Linda Luke become our Treasurer, seconded by Trustee Beckmann. All in favor, motion carried.
 - d. **Secretary: Katherine Butrum**
 - i. Trustee Maxwell nominated Katherine Butrum to remain as Secretary, seconded by Trustee Taylor. All in favor, motion carried.

President's Report:

N/A

Director's Report:

- New Circulation staff member: Rebecca Bevel-Smith was hired on June 29th, she is a Media Specialist with the Columbia Public Schools and has many years of experience working in libraries. She is very familiar with our card catalog, Destiny, and will be filling in on evenings and weekends.
- Our yearly fiscal audit for FY 21-22 will be completed after the Summer Reading program is completed.
- An update was given on all library improvement projects including curb painting and camera installation.
- A Ribbon-cutting will be held at the new pavilion on library property on **Sunday, July 31st at 2 p.m.** to celebrate the completion of our parking lot expansion and pavilion for the community. Promotions for this event will begin on July 18th. Special invitations will be given to former Board members & staff. We will also be having our annual Harry Potter Birthday party / end of Summer Reading program celebration on the same day from 1-4 p.m.
- Director Hopkins informed the Board of an increase in funding for FY23. There was a \$1 million increase for State Aid and the A&E tax was increased from \$800,000 to \$3.25 million!

- SRP July event pictures and SRP statistics were shared with the Board including Mad Science, Pool party and our new monthly Harry Potter event.
- Annual Report for FY 2021-2022 was shared with the Board. It was created to highlight finances, programs, projects and activities that occurred during the year at the Library. This report will also be shared with the Mayor and Board of Alderman at their next scheduled meeting.

Trustee Butrum made a motion for the meeting to adjourn, Trustee Taylor seconded it. All in favor, motion passed. The meeting was adjourned at 7:30 p.m.

The next regularly scheduled meeting will be held on August 11th at 6:15 p.m., at the Centralia Public Library.

Respectfully submitted,

Katherine Butrum,
Board Secretary