

Centralia Public Library
Meeting Minutes
April 11th, 2024

Trustees Present: Alan Baca, Suzanne Long, Catherine Simmons, Katherine Butrum, Felicia Beckmann, Kristin Adams-Vargas, Angie Taylor & Linda Luke

Trustees Absent: Melissa Maxwell

Others in Attendance: Director Amy Hopkins

President Baca called the meeting to order at 6:19 p.m.

Public Comments: none.

City Information Report: none.

Minutes: February and Special March meeting minutes (3/21/24) were reviewed. (There was no quorum for the March 14th meeting).

Trustee Beckmann made a motion to approve February minutes and Trustee Adams-Vargas seconded. All in favor, February minutes were approved.

Trustee Simmons made a motion to approve Special March meeting minutes and Trustee Butrum seconded. All in favor, Special March minutes were approved.

Treasurer's Report: The February Treasurer's report was reviewed and discussed. Trustee Beckmann made a motion to approve the Treasurer's report and Trustee Simmons seconded. All in favor, report approved.

The March Treasurer's report was reviewed and discussed. Trustee Butrum made a motion to approve the Treasurer's report and Trustee Simmons seconded. All in favor, report approved.

Old Business: none.

New Business:

- A. ACC security system upgrade** proposal (and new smoke detectors) was presented. Upgrade from phone lines to wireless & cellular which will make changes easier and includes a virtual app to arm/disarm and get notifications. Cost: \$1365.00 total (monthly additions: cellular fee \$8 and virtual keypad fee \$5) Trustee Simmons made a motion to approve the upgrade per estimate and Trustee Luke seconded. All in favor, motion carried.
- B. New Copier contract** was discussed. GFI is our current vendor (\$185.80 current monthly payment) overages on color copies is proving to be expensive, so the director requested both companies submitting bids to include more color copies in the base amount. (2000 instead of 1300). **GFI bid: \$199.93** (1800 b&w / 2000 color). **Marco bid:**

\$204 (2700 b&w / 2000 color) *plus* an additional \$225 shipping to send the old copier back to GFI. Board members requested the director ask GFI to update their bid to include 2700 b&w copies. Board will be notified via email when that figure is received.

Director's Report:

- Circulation reports for February & March were viewed & discussed.
- Grant updates:
 - SRP is underway, interim report is due May 1st.
 - Author visit took place at CIS & CES on March 22nd. Over 500 children in attendance, a very successful event! Final report and payment request are due April 30th.
 - 2023 Tech ladder grant (long-term hotspots & AWE machines) Final report is due April 30th, all funds have been spent, need to finish the report and submit the final payment request.
 - 2024 Tech ladder grant submitted requesting 24 long-term hotspot devices with data plans. Windows 11 upgrade and new server will be requested when the Tech mini-grant opens up later this year.
- Pictures were shared of the Author event, knitting & crochet club, storytime and lego club.
- MO TOPS Centralia Chapter 0740 is partnering with the library for a Clothing Swap on March 12th & Clothing Free-for-all on the 13th at the Good Shepherd Lutheran Church.

President's Report: None.

Closed Session: N/A

President Baca called for motions to adjourn the meeting at 6:55 pm. Trustee Simmons made a motion to adjourn, Trustee Adams-Vargas seconded, motion carried. Meeting was adjourned.

The next regularly scheduled meeting will be at the Centralia Public Library on May 9th, 2024 at 6:15 pm.

Submitted by
Felicia Beckmann, BOT Secretary