

**Centralia Public Library
Meeting Minutes
August 10th, 2023**

Trustees Present: Erin Eastin, Vice-President Catherine Simmons, President Alan Baca, Suzanne Long, Melissa Maxwell, Treasurer Linda Luke and Secretary Felicia Beckmann

Trustees Absent: Katherine Butrum & Angie Taylor

Others in Attendance: Director Amy Hopkins

President Baca called the meeting to order at 6:23 p.m.

Public Comments: None

City Information Report: None.

Minutes: July meeting minutes were reviewed. Trustee Luke made a motion to approve the July minutes, seconded by Trustee Simmons. All in favor, minutes approved.

Treasurer's Report: The July Treasurer's report was reviewed and discussed. Director Hopkins moved some items out of the Summer Reading budget to other categories, ex.- Button maker was moved to Equipment. Other items were moved to Supplies or General programming if they could be used throughout the year. Trustee Luke made a motion to approve the June Treasurer's report and Trustee Eastin seconded. All in favor, report approved.

Old Business:

A. N/A

New Business:

A. N/A

Director's Report:

- Director Hopkins went over the July circulation report. Ebook circulation is outstanding, Audiobook & DVD circulation are poor.
- Spoke about the new book drop that the Sec. of State's office will be sending us, it was a former ballot box, so the slot is smaller than a normal book drop. Patrons will still be able to put larger items in the front book drop. It will need to be secured to the concrete, otherwise this new box will be free of charge.
- Director Hopkins was invited by Randy Brunken to come speak about library services to the Senior Lunch Bunch at the Crossroads Community Church on Aug. 17th at noon.
- SRP statistics were discussed. 346 total sign-ups with 97 completions (28%).

- StoryWalk is up and secured behind the library. StoryWalks will be changed out with the seasons. Fall StoryWalk will be ready to go on Sept. 1st. Backs of the signs will be used to advertise current programming.
- Food Truck Fridays will be extended through October.
- Sunday patron traffic will be tracked through the end of the year when the Board will make a decision on whether being open on Sundays is beneficial or not.
- Grant updates were given - STEM grant final report due Aug. 25th, SRP final report & payment request are due Sept. 15th, Tech. Ladder grant is going well. Hopkins will reach out to local educators to see if there are specific students who could benefit from our long term hotspots.
- Audit update: Luanne Yarnell has left Winfrey for another position. After the FY22/23 audit is completed, Hopkins will research more reasonably priced options.
- CPL will begin a "Tie-brary" for patrons, donations will be accepted. (Suggested by Trustee Taylor)
- Hopkins will look into options to assist job seekers in the community, as suggested by Trustee Luke.
- Staff librarians and Director Hopkins will be attending the MLA conference which is being held in Columbia this year, Oct. 4th - 6th.
- New Board member is needed as Trustee Eastin is selling her home and moving to Columbia. Hopkins will reach out to prospective Trustees.

A vote was taken about closing the library on the Sunday before Labor Day this year. Trustee Luke made a motion, seconded by Trustee Beckmann. All in favor, motion approved.

President's Report: None

President Baca called to adjourn the meeting at 7:05 pm. Trustee Simmons made a motion to adjourn, Trustee Luke seconded, motion carried and the meeting adjourned.

The next scheduled meeting will be at the Centralia Public Library on September 14th, 2023 at 6:15 pm.

Submitted by

Secretary, Felicia Beckmann
Aug. 10th, 2023