Centralia Public Library
Meeting Minutes
August 13th, 2026

Trustees Present: President Linda Luke, Secretary Felicia Beckmann, Treasurer Melissa Maxwell, V. President Katherine Butrum, Marilyn Middleton, Suzanne Long, Mariah Littrell & Amber Lucas. Virtually - Kristin Adams-Vargas
Trustees Absent: none

Others in Attendance: Director Amy Hopkins

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

Public Comments: none.

City Information Report: none.

Minutes: July meeting minutes were reviewed. Trustee Butrum made a motion to approve the minutes, seconded by Trustee Littrell, all in favor, minutes were approved.

Treasurer's Report: The July Treasurer's Report was reviewed and discussed. Spending is on track, with 68% of funds remaining in the budget. Trustee Beckmann made a motion to approve the July Treasurer's report and Trustee Lucas seconded. All in favor, report approved.

Old Business: none.

New Business:

The Board reviewed landscaping and lawn care needs and discussed obtaining bids for cleanup, snow removal, and lawn care services.

- Jim Lee completed the library's current landscaping in fall 2019 for $6,880. He has since provided maintenance approximately three times at $250 per visit without a formal contract. Friends of the Library members have also assisted with landscaping and cleanup during the past year.
- Kroeger Cleanup submitted bids totaling $6,280 for cleanup of the front and west-side garden areas, the parking lot planter, and removal of brush between the parking lot and Elm Street. The Board felt the bids were higher than anticipated.
- The Board discussed obtaining bids for initial clean-up of existing landscaping, lawn care services, and snow removal services and reviewing the contracts annually as part of the budget process.
- The Director will research how the bidding process should be handled and will provide the existing contractor with advance notice, as a courtesy, that publicly posted bids will be solicited.
- The Board discussed possible landscaping improvements, including creating a seating area with planters. Another idea was to create a designated area where children could plant annuals as a library project.

- The Board discussed forming a committee to review landscaping proposals and inviting interested Friends of the Library members to participate and collaborate on future landscaping projects once the initial cleanup has been completed.

Director's Report:

- **2026 SRP & Circulation highlights:**
    - We had 586 SRP signups with 251 completions this year! This is an increase of approx. 30% compared with last year. All programs & events were well attended.
    - Sarah McLean won the staff contest with 128 sign-ups, followed closely by Chloe Stickney who had 115.
    - CPL was featured in the local paper 3 times over the summer.
    - Website numbers, wireless sessions, FB views & Newsletter numbers are all increasing.
    - Resource sharing in July had increased 492% over last year. This is a direct result of the MEC migration.
    - Witches & Wizards (HP Birthday) ice cream social had 74 patrons in attendance.
    - Grant funded Show-Me Dinosaurs event was a success with 246 in attendance.
    - 75 new patrons during the month of July.

- **Upcoming special events:**

    - Author event - Sarah Brunsvold will be here on Saturday, Oct. 24th at 1 p.m., to discuss & sign her latest book and talk about her writing journey.

President's Report: none.

Closed Session: none.

President Luke called for a motion to adjourn the meeting at 7:13 pm. Trustee Beckmann made a motion to adjourn, Trustee Adams-Vargas seconded, motion carried unanimously. The meeting was adjourned.

The next scheduled meeting will be at the Centralia Public Library on Thursday September 10th at 6:15 pm.

Submitted by: Secretary - Felicia Beckmann