

**Centralia Public Library
Meeting Minutes
December 12th, 2024**

Trustees Present: Linda Luke, Suzanne Long, Melissa Maxwell, Katherine Butrum, Kristin Adams-Vargas, Marilyn Middleton & Larry Dorman.

Trustees Absent: Angie Taylor & Felicia Beckmann

Others in Attendance: Director Amy Hopkins and Kelly Petree, CPA.

President Luke called the meeting to order at 6:13 p.m.

Public Comments: Kelly Petree, CPA with Winfrey CPAs. Ms. Petree presented the Financial Year in review of 2023-2024 to the board. Here are some highlights -

- The library received donations, grants and state aid in the amount of \$28,223 for the one-year period ending March 31, 2024 compared to \$19,418 for the year prior.
- Excluding donations, grants and state aid, total revenues for the one-year period were approximately \$429,185, compared to the \$389,481 for the prior year.
- Total expenses for the one-year period were approximately \$393,180 compared to \$380,139 the prior year.
- The library currently has \$681,043 in assets and \$0 liabilities for a net position of \$681,043.
- Last year the library had projected property tax revenue to be \$360,000 and collected \$383,914. In addition, last year the library budgeted \$14,500 for fees and other income and took in \$26,165. The library's expenditures were \$25,745 over budgeted allowances for books and materials and the programs and public relationship budget was over by \$9,488.
- After the presentation the board asked for recommendations from the accounting representative and at this time she had no recommendations, as the library currently has all positive balances and is very financially sound.

Minutes: November meeting minutes were reviewed. Trustee Dorman made a motion to approve the November minutes and Trustee Maxwell seconded. All in favor, November minutes were approved.

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

Old Business:

A. Library improvement updates -

- a. Anchor City Plumbing was given a 50% deposit and will begin working on the plumbing project after the first of the year.
- b. Jordan Bruce has finished the fencing on Jefferson Street as the board approved.
- c. Allied Painting Professionals will paint the patron restrooms after the new sinks are installed and touch up the paint on the east door and seal the edge of the material box with waterproof caulk.

New Business:

- A. Library Insurance policy** - The library director stated the insurance policy the board currently holds is with The Hartford, and their rates increased 28% over the last year. The library has not had a claim since at least 2018 when she took over the library.
- a. The current deductible for the library is \$1,000 and the board discussed increasing the deductible to \$5,000 and \$10,000 however those saved minimally on the total premium.
 - b. Lindsay Howard is currently the broker for the insurance and is going to be looking into a policy with Philadelphia Insurance, however she stated to Amy that she hadn't worked with them in the past.
 - c. Another company has approached the library by the name of Winter Dent & Company and it is marketed by Dennis Schlender. He is offering a bid to Amy and that will be discussed shortly.
 - d. Other options were mentioned yet, most companies do not offer "government accounts."

Director's Report:

- Circulation report for November was viewed & discussed. Circulation numbers were great in most of the book categories.
- Summer Reading Program grant was written for \$7,741.80 and Amy noted the max on this grant is now \$2,000 less than past years. Max offering for this grant is now \$8,000. The money will fund 3 presenters/authors, all program supplies, \$2,000 for books, story walk supplies, and Facebook promotions. The library will find out if they are awarded this money between January 10-15.
- TLD grant - 2nd interim report & payment request have been submitted. Final report will be due by May 31st, 2025.
- The board was informed about a possible tree removal due to the tree on the back side of the library being struck by lightning and set afire. The Centralia Fire Department had to extinguish the fire according to a local tree removal service.
- MPLD conference highlights were discussed.
 - Interim State Librarian spoke about the Secretary of State transition where the focus will be primarily on elections.
 - MPLD lawyer answered questions about Proposition A and its impact on libraries. Libraries are exempt from this legislation but CPL will proceed with its own plan to address these needs when next year's budget is discussed.
 - MOLib2Go & Missouri Evergreen meetings were attended.
 - Social media (Tik Tok) marketing, highlighting Polk Co. Library's recent viral video on Tik Tok that led to an appearance on the Kelly Clarkson show.
 - Other topics included: Digital storytelling and the practicalities of a library podcast, Collection Development and Analysis, Scenic River Regional's new Art Gallery, and other relevant library issues.
- Pictures were shared showing upcoming event flyers and photos of November & December events including Story time, Adult craft, Anime Club, Santa Story time (Dec. 18th) and a Snowy Story time collaboration with teacher Brandie McBride (Jan. 28th).

President's Report: N/A

Closed Session: N/A

Trustee Adams-Vargas made a motion to adjourn, Trustee Dorman seconded, motion carried. Meeting was adjourned at 7:25 pm.

The next regularly scheduled meeting will be at the Centralia Public Library on January 9th, 2025 at 6:15 pm.

Submitted by
Kristin Adams-Vargas