

**Centralia Public Library**  
**Meeting Minutes**  
**February 8th, 2024**

**Trustees Present:** Treasurer Linda Luke, Katherine Butrum, Secretary Felicia Beckmann, Kristin Adams-Vargas & Suzanne Long

**Trustees Absent:** Angie Taylor, Alan Baca, Catherine Simmons & Melissa Maxwell

**Others in Attendance:** Director Amy Hopkins

Acting President, Linda Luke called the meeting to order at 6:18 p.m.

**Public Comments:** none.

**City Information Report:** none.

**Minutes:** December meeting minutes were reviewed.

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

Note: Since the January meeting was canceled due to extreme cold, there were no minutes to approve.

**Treasurer's Report:** The December Treasurer's report was reviewed and discussed. Trustee Beckmann made a motion to approve the Treasurer's report and Trustee Adams-Vargas seconded. All in favor, report approved.

The January Treasurer's report was reviewed and discussed. Trustee Adams-Vargas made a motion to approve the Treasurer's report and Trustee Beckmann seconded. All in favor, report approved.

**Old Business:**

- A. Policy changes for FY 2024-2025 included adding an additional .10 per page for printing on cardstock to the Borrower's Rules and Policies document. Minor changes were made to the BOT Policy document as well. This was the first reading, second reading and vote will take place at the March board meeting.
- B. Budget committee (Trustees Baca, Luke & Beckmann) met on Feb. 6th to discuss and go over the proposed budget for FY 2024-2025.

Highlights:

- 8% higher budget overall, in an effort to make better use of our tax collection.
- 14% staff hourly pay raises
- Adult fiction & eBooks +\$2,000
- T-Mobile hotspot grant funding is ending and we will need to decide how many to fund in the budget moving forward. Bids have been requested.

- Copier contract amount will change, bids have been requested.
- Increase in advertising budget in an effort to boost attendance for existing programs.
- Annual audit cost increase was discussed, additional bids have been requested.
- Computer equipment +2,000. QNS is getting us an estimate on a new server and Windows 11 upgrades for library computers. Director will apply for a Tech grant to help fund these updates.
- This was the first reading. Second reading and vote will take place at the March board meeting after confirming final amounts with the budget committee.

**New Business:**

A. N/A

**Director's Report:**

- Circulation reports for December & January were discussed.
- Grant awards - SRP grant (\$7,403) will fund large events, materials & programming supplies. Educational presenter grant (\$2,709) will fund author Jody Jensen Shaffer's visit to CES & CIS on Missouri Read-in Day, March 8th.
- Friends of the Library group - Katy Thall (President) & Nancy Jeffries (Treasurer) have made a donation in the amount of \$1919.00 to fund a new book-binding repair machine and staff holiday gift cards. They have also committed to helping with costs for the Show-Me Dinosaurs SRP end event.
- NEW Early literacy group - Growing Readers (birth-36 mo). 1st Wednesdays of each month at 9 am. Amanda Erisman, CPL Storytime teacher, will lead this interactive story time to demonstrate ways to connect early literacy components to the foundation of reading.
- Our hot water heater has been repaired!

**President's Report:** None.

**Closed Session:** N/A

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

The next scheduled meeting will be at the Centralia Public Library on March 14th, 2024 at 6:15 pm.

Submitted by  
Secretary - Felicia Beckmann