

**Centralia Public Library  
Meeting Minutes  
November 14th, 2024**

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

**Trustees Absent:** Angie Taylor & Marilyn Middleton

**Others in Attendance:** Director Amy Hopkins

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

**Public Comments/City Information:** N/A

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

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

**Old Business:**

**A. Library improvement bids -**

- a. **Fencing** in the back lot of the property. Bruce Fencing was called and there has been a delay from the fencing supplier. Project will begin next week depending on the supplier.
- b. **Plumbing** bid was received in the amount of \$6,089.96 from Anchor City Plumbing. This will cover: New bottle-filling water fountain (largest portion of the bid due to the difficulties often presented with this type of installation), new sink/faucet combinations in patron bathrooms, new faucet in Kitchenette, and a new faucet in the staff bathroom. Trustee Dorman made a motion to accept the bid, seconded by Trustee Butrum. All in favor, bid has been accepted.
- c. Electrical work will be sent out for bids after the Summer Reading Program grant application has been submitted.
- d. Handyman projects - The Director's husband will be asked to complete minor repairs and construction projects (table/chair storage in the shed and storage solutions in the back office.)

**New Business:**

- A. **CPL Annual Report** - The library's annual report for FY 2023-2024 has been completed and shared with the Centralia Board of Aldermen and Mayor Cox. This is a visual representation of the highlights of our last completed fiscal year. Copies will be made

available to the public at the front desk of the library. Report is also available electronically, on the library website.

### **Director's Report:**

- Circulation report for October was viewed & discussed. Major highlights - Circulation numbers were great in most of the book categories, 6th grade tour, Story time numbers are excellent, 250 trick or treaters and 180 newsletter sign-ups so far.
- Summer Reading grant application is due Dec. 1st. Cait Spears, Samantha Gash and Amanda Erisman will be attending a workshop at DBRL on Wed., Nov. 20th.
- Friends of the Library meeting was on Nov. 11th. Current FOL officers: Katy Thall - President, Catherine Simmons - Vice President, Savana Wear - Secretary, and Nancy Jeffries - Treasurer. \$400 donation was made to fund new STEM kits for the library and an "Event Today" feather flag will be purchased for the library to put out next to Jefferson St. to advertise ongoing programs and special events. This group has a lot of great fundraising and community engagement ideas for the library!
- There was a large donation (\$710) collected in memory of Dorothy Thompson. We will use this donation to help fund the SRP mural that we are planning for the brick wall facing Jefferson St. Charla Fashing will design and paint the mural based on input from library staff and trustees.
- Trunk or Treat was very successful and will be made into an annual event. CPL will partner with CR6 pre-school on this event which will occur the Saturday before Halloween.
- Staff bonding day with Charla Fashing took place on Oct. 23rd. A craft featuring staff pets was done and a great time was had by all!
- Staff will be cleaning out and reorganizing the library shed this Friday.
- Pictures were shared showing upcoming event flyers and photos of October events including Corny Story time, Pumpkin painting, Pokémon club, Winter Reading challenge, Adult craft (wine cork reindeers) and Santa Story time (Dec. 18th).

**President's Report:** N/A

**Closed Session:** N/A

Trustee Dorman made a motion to adjourn, Trustee Beckmann seconded, motion carried. Meeting was adjourned at 7:00 pm.

The next regularly scheduled meeting will be at the Centralia Public Library on December 12th, 2024 at 6:15 pm.

Submitted by  
Felicia Beckmann, BOT Secretary