Centralia Public Library
Meeting Minutes
October 8th, 2026

Trustees Present: President Linda Luke, Secretary Felicia Beckmann, Treasurer Melissa Maxwell, V. President Katherine Butrum, Marilyn Middleton, Mariah Littrell, Amber Lucas & Kristin Adams-Vargas (virtual).

Trustees Absent: Suzanne Long

Others in Attendance: Director Amy Hopkins & Jane Rasmussen, CPA, with Winfrey Certified Public Accountants, LLC.

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

Public Comments: Financial Audit Presentation - FY2025-2026

Jane Rasmussen, CPA, with Winfrey Certified Public Accountants presented the financial audit report for the fiscal year 2025-2026. The auditor reviewed the audit findings and discussed the library's financial statements, internal controls, and any recommendations for improvement. The Board discussed the audit and had an opportunity to ask questions.

Highlights:

- The library received donations, grants and state aid in the amount of **$42,834** for the one-year period ending March 31, 2026 compared to **$32,437** for the year prior. Grants received: **$35,321**.
- Excluding donations, grants and state aid, total revenues for the one-year period were approximately **$504,576**, compared to the **$437,339** for the prior year.
- Total expenses for the one-year period were approximately **$457,542** compared to **$401,931** the prior year.
- The library currently has **$838,756** in assets and $0 liabilities for a net position of **$838,756**. (Last year - $748,888, for a difference of **$89,868** in net position)
- Restrictions on Net Positions are limited to certain funds which donors and grants have provided with specific purpose designations. As of March 31, 2026 there were ($8,277) due to funds being spent before grant funds were received.
- CPL's biggest expenditure was wages & benefits at $264,702 followed by books & materials at $47,563.
- There were no significant deficiencies in internal control for the fiscal year 2026, while certain material weaknesses are normal for an organization of our size.

City Information Report: none.

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

Treasurer's Report: The September Treasurer's Report was reviewed and discussed. Spending is on track, with 52% of funds remaining in the budget. Trustee Beckmann made a motion to approve the September Treasurer's report and President Luke seconded. All in favor, report approved.

Old Business:

Snow/Ice Removal Bids:

- Double D Lawncare/Delwyn Duncan submitted a bid for snow/ice treatment at $180 per visit.
- YC Lawn Care - submitted a bid for snow/ice treatment at $410 per visit. Good & mixed-review references received. They are very busy.
- YC also submitted for lawncare which is comparable in price to what we have been paying. More bids should be coming in for the lawn care contract. Double D Lawncare will close out the year and are not interested in continuing in 2027.

Board members agreed to go with Double D Lawncare due to cost and reliability. CPL director will double check that all sidewalks are accounted for in the bid, including the staff walkway, Jefferson St. sidewalk and areas around the material return boxes.

New Business:

The HomeBank 17-month CD, maturing October 15, 2026, can be renewed for either 8 months at 3.60% interest or 14 months at 3.65%. The Board agreed to renew the CD for 14 months at 3.65%. The Library Director will contact the bank to complete the renewal.

CPL now has more than one year's budget in investments, totaling $450,000 plus $12,104 in accrued interest.

Director's Report:

- **Circulation & other September highlights:**
  - Programming pictures: Author visits & National Night Out.
  - Upcoming Teentober activities were highlighted (Henna Hour, Crafternoons, Puppet-making workshops & Halloween party) as well as the NEW Creative Writing and Saturday Art programming.
  - Graphic novels, eBooks, resource sharing, FB views & Newsletter numbers are all increasing.

- **Upcoming special events & other:**

  - Sunnydale student volunteers will be back on 10/20/26 at 10 AM to clean out the West Side Garden area and do light trimming on bushes & trees.
  - 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. All ages welcome.

President's Report: none.

Closed Session: none.

President Luke called for a motion to adjourn the meeting at 7:45 pm. Trustee Littrell made a motion to adjourn, Trustee Middleton seconded, motion carried unanimously. The meeting was adjourned.

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

Submitted by: Secretary - Felicia Beckmann