

Centralia Public Library
Meeting Minutes
September 14th, 2023

Trustees Present: President Alan Baca, Vice-President Catherine Simmons, Suzanne Long, Melissa Maxwell, Treasurer Linda Luke, Secretary Felicia Beckmann, Katherine Butrum & Angie Taylor

Trustees Absent: None

Others in Attendance: Director Amy Hopkins

President Baca called the meeting to order at 6:19 p.m.

Public Comments: None

City Information Report: None.

Minutes: August meeting minutes were reviewed. Trustee Luke made a motion to approve the August minutes, seconded by Trustee Simmons. All in favor, minutes approved.

Treasurer's Report: The August Treasurer's report was reviewed and discussed. Trustee Simmons made a motion to approve the Treasurer's report and Trustee Beckmann seconded. All in favor, report approved. Director Hopkins will look into getting a CD for library surplus funds as CD rates are currently between 4-6%.

Old Business:

- A. Wallpaper and Painting project: Gary Dorr will be contacted about shelf moving equipment. Project will be done room by room so the Library will continue to be open during the improvements. Estimated time 2-3 weeks. Light, neutral gray will be selected for the main areas and a coordinating blue paint will be selected for the teen area accent wall.

New Business:

- A. Storytime Teacher staff position will be created. Amanda Erisman will have 13 hours per week to plan and facilitate Story time classes, outreach to local daycares and Head Start program. Financial details are in the Closed session.
Another circulation staff member will be hired due to two other staff members requesting reduced hours. Summer Reading program responsibility will be divided up by age group next year (Cait & Sadiqa - Adult, Sam - J/YA & social media, Amanda - Pre-K to 2nd grade)

Director's Report:

- Director Hopkins went over the August circulation report. Computer use is up, STEM kits are doing well, Juv & YA circulation is also doing well. eBooks/eAudiobooks were down slightly.
- Axis360 eBook consortium will be changing to Boundless. Patrons will need a new app to access this collection.
- Grant updates were given - SRP grant final report was submitted on time. Summer Reading grant for next year is due in early December. Tech Ladder grant 2nd interim report is due mid-November. Statistics are currently being gathered for the Public Library survey
- Audit has begun for FY 2022-2023. Upon completion, Director Hopkins will research other options as the pricing for our yearly audit with Winfrey CPA, LLC increases significantly each year.
- Mayor Cox was informed of Erin Eastin's move out of our district. Kristen Adams-Vargas will be appointed to serve out Erin's board term which doesn't expire until 2025. Marilyn Middleton submitted a letter expressing her interest in becoming a board member. Larry Dorman has also expressed an interest in rejoining the board when a position opens up in the future.
- GRLC conference - attended by Director Hopkins and Cait Spears. Held at the Montgomery City library on Sept. 6th. There were presentations on working with intellectually/developmentally disabled patrons (*Cait works with the ACT group on the 1st Fridays of the month*). A group called Touch of Hope spoke about their Care Kits/Purse Project and how libraries can be a distribution point in the community. Robin Westfall, Missouri State Librarian, gave an update on the Missouri State Library and the resources available to public libraries.
- Pictures of August programs were shared with the Board - Paws & Pages, Anime club, Harry Potter club and the 18+ craft for August.

President's Report: None

A motion was made by Trustee Simmons to go out of open session. Motion was seconded by Trustee Butrum. All in favor, motion carried.

A motion was made by Trustee Simmons to go into closed session in order to discuss adding funds to the staff budget through the end of this fiscal year. Motion was seconded by Trustee Taylor. At 6:55 p.m., the roll call vote was accepted.

Notice of Closed Meeting and / or Closed Vote

Closed Session pursuant to Section 610.021, Paragraph (3) of the Revised Statutes of the State of Missouri for the purpose of staff salary discussion.

President Baca called to adjourn the meeting at 7:17 pm. Trustee Taylor made a motion to adjourn, Trustee Simmons seconded, motion carried and the meeting was adjourned.

The next scheduled meeting will be at the Centralia Public Library on October 12th, 2023 at 6:15 pm.

Submitted by

Secretary, Felicia Beckmann
Sept. 14th, 2023