Centralia Public Library
Meeting Minutes
September 10th, 2026

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

Trustees Absent: none

Others in Attendance: Director Amy Hopkins

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

Public Comments: none.

City Information Report: none.

Minutes: August meeting minutes were reviewed. Trustee Adams-Vargas made a motion to approve the minutes, seconded by Trustee Middleton, all in favor, minutes were approved.

Treasurer's Report: The August Treasurer's Report was reviewed and discussed. Spending is on track, with 60% of funds remaining in the budget. Trustee Beckmann made a motion to approve the August Treasurer's report and Trustee Lucas seconded. All in favor, report approved.

Old Business:

A. **Landscaping bids, review and selection**. Bids received: YC Lawn Care $975, K&M Lawn & Land $1900, Green Dimensions $2850, Miller Lawn Care $3145.87, and Kroeger Cleanup $3550. Sunnydale volunteers did an amazing job with the landscaping cleanup of the front flowerbeds. BOT decided to use supervised volunteers to weed and clean up the west patio area of the library instead of accepting any of the submitted bids. Sunnydale is willing to volunteer their services for future landscaping projects. Kristin gave contact info for MMA for community service. The director was asked to reach out to landscapers about pricing on trimming the bushes and trees before winter.
B. **Lawn Care Contract RFB** - The director presented a draft version to the board. Contract will be aligned with the fiscal year, April 1st, 2027 - March 31st, 2028, and will be reviewed annually. A valid Certificate of Insurance (COI) will be requested of each bidder, specific amounts will be left off of the contract. Changes will be made and RFB will be posted.
C. **Snow/Ice Removal Contract RFB** - The director presented a draft version to the board. Contract will be dated Nov. 1st, 2026 - Oct 31st, 2027, and will be reviewed annually. A valid COI will be requested of each bidder, specific amounts will be left off of the contract. Changes will be made and RFB will be posted as soon as possible. A decision will be made at the next BOT meeting.

New Business: none.

Director's Report:

- **Circulation & other August highlights:**
    - SRP & MEC migration final grant reports were submitted before the deadline.
    - The financial audit is nearing completion. Auditor, Jane Rasmussen, will be at the October BOT meeting to present the audit results.
    - August programming pictures: Cow & Raccoon-Jimothy Story time, Adult resin jewelry.
    - Huge increase in resource sharing, 500 more than last year at this time!
    - eBooks, wireless sessions, FB views & Newsletter numbers are all increasing.
    - 45 new patrons during the month of August.

- **Upcoming special events:**

    - Special Story Time w/ Author Mark Anderson, Snacktime at the Zoo, on Tuesday, Sept. 22nd at 10 am. Appropriate for pre-school aged patrons.
    - Ellen Withers will be at the library on Friday, September 25, at 1 p.m. to discuss her *Show-Me Mystery* books. She'll also answer questions and talk about her experience getting her books published. All ages welcome.
    - 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 7:11 pm. Trustee Beckmann made a motion to adjourn, Trustee Adams-Vargas seconded, motion carried unanimously. The meeting was adjourned.

The next scheduled meeting will be at the Centralia Public Library on Thursday, Oct. 8th at 6:15 pm.

Submitted by: Secretary - Felicia Beckmann