

Washington Free Public Library

Regular Meeting Minutes – October 27, 2022

Call To Order: The meeting was called to order by President Jarrard at 9:30 a.m. with members Mike Kramme, Harold Frakes, Gary Murphy, Rick Hofer, Isabella Santoro and Cary Ann Siegfried, Ex-Officio, in attendance.

Approval of Minutes: Frakes moved to approve the minutes of the September 22, 2022, meeting. Murphy seconded. The motion was approved.

Approval of Financial Reports: Hofer moved to approve the financial reports. Kramme seconded. The motion was approved.

Library Services Report: Siegfried presented the report and discussed the continued increase in services utilized.

Committee Reports: The Building Committee discussed their review of cleaning processes and quality of cleaning work in the building. The Personnel Committee reported that the Director evaluation should be placed on the agenda for the November meeting.

Old Business:

- a. Digital Collection updates: Siegfried reported continued usage of Kanopy and Mango Languages and reported that the Biblioboard service would be introduced at the end of October and Beanstack early in November.
- b. Strategic Planning updates: The next step in this process will be to initiate the focus group process with those survey respondents indicating their willingness to participate. Board members will review the list distributed and offer any feedback needed to Cary Ann Siegfried.
- c. Library Facility Update discussion: The board discussed options for continuing to explore the finish out of the basement project and indicated approval for inviting FEH Design to make a presentation at the next Foundation Board meeting. Board members will be invited to attend.

New Business:

- a. Policy Review schedule: The schedule of policies to review was approved as presented. The Board also indicated the need on a future agenda to review the Library Board goals.
- b. Siegfried pointed out several upcoming programs of interest including the Foundation's Trivia Night and AuthorFest.

Announcements and Adjournment

- a. Next Meeting rescheduled: - Thursday, November 17, 2022 at 9:30 am.
- b. A motion to adjourn was made by Hofer and seconded by Kramme. The meeting adjourned at 10:53.

Respectfully submitted, Cary Ann Siegfried