

Washington Free Public Library

Regular Meeting Minutes- March 23, 2023

Call to Order: The meeting was called to order by President Margi Jarrard at 9:33 a.m. with members Mike Kramme, Rick Hofer, Harold Frakes, Gary Murphy, Cary Siegfried, ex-officio, and guest Kalen McCain, in attendance.

Approval of Minutes: Frakes moved to approve the February, 2023, minutes. Murphy seconded, and the motion was approved.

Approval of Financial Reports: Kramme moved to accept the financial reports. Hofer seconded, and the motion was approved.

Library Services Report: Circulation continues to increase.

Committee Reports:

- Makerspace Project Steering Committee- Siegfried shared information from the March 20 meeting. She showed three design options for the space from FEH Design. She said the project is on schedule. The next steering committee meeting will be April 4, 2023. The FEA team will be meeting with city officials to discuss the project. Siegfried said some fieldtrips are being planned to see other makerspaces.
- Personnel Committee- The committee had no report at this time. The next committee report will be from the technology committee in May.

Old Business:

- Strategic Plan Final Document- Siegfried shared the finalized document. The plan runs from 2023-2025.
- Staffing Changes Update- Interviews for the family services librarian have been completed. Siegfried said she will be making an offer soon.
- Policy Review: Section III: Use of Library Facilities and Equipment- Siegfried said she recommended no changes to the existing policy. Kramme moved to approve the policy, seconded Murphy. The motion was approved.

New Business:

- Printing Solution Proposal- Kramme moved to approve the lease contract for a color printer copier from the Gordon Flesch Company for \$205.41 a month. Hofer seconded, and the motion was approved.

Announcements: A question was raised about using solar energy in the facility. The building committee will do some research on the feasibility of it.

Adjournment: Kramme moved to adjourn the meeting. Hofer seconded, and the meeting was adjourned at 10:43 a.m.

Respectfully submitted: Margi Jarrard, secretary pro-tem