

CALL TO ORDER

The meeting was called to order at 5:30 pm by Chair Martin Valadez, attending remotely.

Vice Chair Sandra LePage, Secretary Louise Matzner and Board members Ed Frost and Jessie Wagnon were present. Board members Richa Sigdel and Angie Pacheco attended remotely.

Also in attendance were Executive Director Kyle Cox, Operations Director Erin Meneely, Finance & Business Director Rose Courneya, Community Libraries Director Jessie Tomren, IT Director Jon Stuckel, and Communications Manager Carlos Orozco, and Kennewick Branch Manager Richard Pruiett. Advocacy and Development Manager Sara Schwan attended remotely.

APPROVAL OF AGENDA

Ed Frost moved to approve the Agenda as presented. The motion was seconded by Sandra LePage and carried unanimously.

APPROVAL OF CONSENT AGENDA

Richa Sigdel moved to approve the Consent Agenda. The motion was seconded by Sandra LePage and carried unanimously.

Approval of Minutes

The Board approved the Minutes from the meeting of February 21, 2023.

Treasurer's Report

General Fund – \$3,797,150.82

Library Capital Reserve Fund – \$2,081,445.89

Stroh Fund - \$218,744.19

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-1006165 through RA-1006270 in the amount of \$240,790.01 dated March 10, 2023.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 62326 through 62482 in the amount of \$495,890.80.

Surplus Property

1,692 library materials were declared surplus. The items were worn out, obsolete, or no longer needed.

Bad Debt Write-Off

The Board ratified the signature of the Board Chair for write-off of bad debts covering the period of: 2/1/2023 through 2/28/2023 in the amount of \$693.13 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$252.29. The total bad debt write-off for February is \$945.42.

SYSTEM REPORT

Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He introduced Carlos Orozco, a former MCL employee recently rehired as the Communications Manager and provided updates on DEI efforts and all-district leadership meetings, the ongoing compensation and Board Minutes of March 21, 2023 – Page 1

classification study, the status of property tax reform bills currently in committee during the legislative session, and the upcoming reciprocal borrowing study with Richland Public Library, and possibly Yakima Valley Libraries and Walla Walla County Rural Library District. Finance & Business Director Rose Courneya presented 2022 budget year end numbers.

ACTION ITEMS

West Richland Library Services Contract

Vice Chair Sandra LePage began chairing the meeting at the request Chair Martin Valadez. Board member Angie Pacheco joined the meeting as Executive Director Kyle Cox provided a brief report. Louise Matzner moved the Board approve the West Richland Library Services Contract and authorize the Executive Director to sign. The motion was seconded by Richa Sigdel and carried unanimously.

April meetings are listed below.

- Governance Committee Meeting – Friday, April 14, 2023
- Services Committee Meeting – TBD
- Board Meeting – Tuesday, April 18, 2023

ADJOURNMENT

The meeting adjourned at 5:56 pm.

Approved:

Louise Matzner, Secretary