

CALL TO ORDER

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

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

Also in attendance were Executive Director Kyle Cox, Operations Director Erin Meneely, Finance & Business Director Rose Courneya, Human Resources Director Celina Bishop, Community Libraries Director Jessie Tomren, and Kennewick Branch Manager Richard Pruiett.

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

Ed Frost 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 May 16, 2023.

Treasurer's Report

General Fund – \$5,231,035.09

Library Capital Reserve Fund – \$2,105,118.14

Stroh Fund - \$223,150.85

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-1006499 through RA-1006605 and check number 50012 in the amount of \$257,134.63 dated June 9, 2023.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 62781 through 62959 in the amount of \$426,832.82.

Surplus Property

1,912 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: 5/1/2023 through 5/31/2023 in the amount of \$7,143.40 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$330.17. The total bad debt write-off for May is \$7,473.57.

SYSTEM REPORT

Board member Angie Pacheco joined the meeting as Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He provided updates on strategic planning and the evaluation of activities, the compensation and classification study and the upcoming negotiations session scheduled with the union, the reciprocal borrowing study with neighboring libraries, and upcoming

Summer Reading Challenge events.

EDUCATION REPORT – Levy Rates & Tax Calculations

Finance & Business Director Rose Courneya presented information related to Mid-Columbia Libraries' levy rate.

BOARD COMMENTS

Ed Frost, Angie Pacheco, and Jessie Wagnon volunteered to serve on the interview committee to fill Richa Sigdel's vacancy. Board members complimented staff on the Pride events being offered in June.

July meetings are listed below.

- Governance Committee Meeting – Friday, July 7, 2023
- Services Committee Meeting – Wednesday, July 12, 2023
- Board Meeting – Tuesday, July 18, 2023

ADJOURNMENT

The meeting adjourned at 6:11 pm.

Approved:

Louise Matzner, Secretary