

CALL TO ORDER

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

Chair Martin Valadez, Vice-Chair Ed Frost, and Board members Andy Wirkkala, Jessie Wagnon, and Bradyn Leyde were present. Secretary Louise Matzner attended remotely.

Also in attendance were Executive Director Kyle Cox, Director – Human Resources Celina Bishop, Director – Public Services Jessie Tomren, and Associate Director – Operations Erin Meneely. Director – Finance Rose Courneya attended remotely.

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

Jessie Wagnon moved to approve the Consent Agenda. The motion was seconded by Bradyn Leyde and carried unanimously.

Approval of Minutes

The Board approved the Minutes from the meeting of September 17, 2024.

Treasurer's Report

General Fund – \$3,758,654.22

Library Capital Reserve Fund – \$2,779,041.62

Stroh Fund – \$242,802.88

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-1008250 through RA-1008361 and check numbers 50144-50145 in the amount of \$285,319.79 dated October 10, 2024.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 65368 through 65499 in the amount of \$435,904.46.

Surplus Property

3,072 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: 9/1/2024 through 9/30/2024 in the amount of \$6,625.92 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$219.72. The total bad debt write-off for September is \$6,845.64.

SYSTEM REPORT

Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He updated the Board on capital projects, intergovernmental relations, and upcoming staff training.

ACTION ITEMS

Resolution 2024-04 – Public Records Index Unduly Burdensome

Executive Director – Kyle Cox provided a brief report. Jessie Wagnon moved to adopt Resolution No. 2024-04. The motion was seconded by Andy Wirkkala. Following discussion, the motion carried unanimously.

Recommend Reappointment of Ed Frost to a Seven-Year Term Expiring December 31, 2031

Chair Martin Valadez provided a brief report. Bradyn Leyde moved to authorize the Chair to sign letters to Benton and Franklin County Commissions requesting a joint resolution reappointing Ed Frost to the Mid-Columbia Libraries Board of Trustees to a seven-year term expiring December 31, 2031. The motion was seconded by Jessie Wagnon. The motion carried with five ayes and one abstention.

Memorandum of Agreement – MCL & AFSCME Local 2237

Board member Andy Wirkkala introduced the action item, and Director – Human Resources Celina Bishop provided a brief report. Andy Wirkkala moved to approve and sign the Memorandum of Agreement with AFSCME Local 2237 effective October 15, 2024. The motion was seconded by Louise Matzner. Following discussion, the motion carried unanimously.

Public Hearing – 2025 Preliminary Budget

Executive Director – Kyle Cox reported on preliminary 2025 revenues and expenditures noting figures may change by November's adoption. Chair Martin Valadez opened the public hearing at 6:32 pm. No testimony was provided and the public hearing was closed.

Upcoming meetings are listed below.

- Governance Committee Meeting – November 1, 2024
- Resources Committee Meeting – November 12, 2024
- Services Committee Meeting – November 6, 2024
- Board Meeting – November 19, 2024

Members of the Board Services Committee will be meeting with delegates from other library boards to discuss reciprocal borrowing the evening of Monday, November 4.

ADJOURNMENT

The meeting adjourned at 6:37 pm.

Approved:

Louise Matzner, Secretary