

CALL TO ORDER

The meeting was called to order at 5:38 pm by Chair Martin Valadez.

Board members Andy Wirkkala and Jessie Wagon were present. Vice-Chair Ed Frost, Secretary Louise Matzner and Board member Angie Pacheco attended remotely.

Also in attendance were Executive Director Kyle Cox, Director – Public Services Jessie Tomren, and Associate Director – Operations Erin Meneely.

APPROVAL OF AGENDA

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

APPROVAL OF CONSENT AGENDA

Andy Wirkkala moved to approve the Consent Agenda. The motion was seconded by Jessie Wagon and carried unanimously.

Approval of Minutes

The Board approved the Minutes from the meeting of March 18, 2025.

Treasurer's Report

General Fund – \$2,951,175.31

Library Capital Reserve Fund – \$2,844,989.83

Stroh Fund – \$249,143.41

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-2007964 through RA-2008086 and check numbers 50156-50157 in the amount of \$321,617.12 dated April 10, 2025.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 66321 through 66441 in the amount of \$546,668.89.

Surplus Property

3,340 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: 3/1/2025 through 3/31/2025 in the amount of \$4,884.51 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$296.59. The total bad debt write-off for March is \$5,181.10.

SYSTEM REPORT

Secretary Louise Matzner joined as Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He updated the Board on federal and state issues, the annual customer satisfaction survey, and reciprocal borrowing 2025 first quarter data.

ACTION ITEMS

System-Wide Policy – Public Art Displays

Director – Public Services Jessie Tomren provided a brief report. Jessie Wagnon moved to adopt the proposed changes to the Public Art Displays policy as presented, and revise the name to Public Exhibits and Displays. The motion was seconded by Louise Matzner and carried unanimously.

System-Wide Policy – Prizes and Contests

Director – Public Services Jessie Tomren provided a brief report. Jessie Wagnon moved to adopt the proposed changes to the Prizes and Contests policy as presented. The motion was seconded by Andy Wirkkala and carried unanimously.

BOARD COMMENTS

May dates for Board branch tours will be shared with Board members. Following responses, tours will be scheduled.

Upcoming meetings are listed below.

- Governance Committee Meeting – May 9, 2025
- Resources Committee Meeting – June 11, 2025
- Services Committee Meeting – May 14, 2025
- Board Meeting – May 20, 2025

ADJOURNMENT

The meeting adjourned at 6:12 pm.

Approved:

Louise Matzner, Secretary