

Washington Free Public Library
Regular Meeting Minutes - November 17,2022

Call to Order: The meeting was called to order by President Jarrard at 9:30 a.m. with members Isabella Santoro, Harold Frakes, Rick Hofer, Mindy Graham, Mike Kramme, Gary Murphy and Cary Ann Siegfried, Ex-Officio, in attendance with guests from The Foundation Board.

Presentation from Michele Cramblit from FEH Design: Those in attendance listened to a presentation from Michele Cramblit (FEH Design), regarding the Library's Lower Level Project. FEH Design has worked with over 250 libraries.

Old Business a.) Library Facility Update discussion: Siegfried suggested that a Committee of members would be involved along with resources from the community. Designing would need to have a flexible space.

Approval of Minutes: Frakes made a motion to approve the minutes of the October 27, 2022 meeting. Kramme seconded. The motion was approved.

Approval of Financial Reports: A deposit in the amount of \$30,458.73 was received from the county revenue. A purchase in the amount of \$2,927.21 was made for new wireless access points. Murphy made a motion to accept the Expenditures. Hofer seconded. The motion was approved.

Approval of new expenditures: Approval was needed for two quotes from KCTC. The quotes were for an APC Battery Back-UPS Pro , for the amount of \$235.99 and a Ubiquiti Dream Machine Pro (firewall system) with installation for the amount of \$1,357.03. Kramme made a motion to approve the purchases. Santoro seconded. The motion was approved.

Library Services Report: Siegfried presented the report, showing that there is an increase in circulation along with wireless usage.

Committee Reports: The Personnel Committee met on October 24th at 9:30 a.m. No changes have been made.

New Business: Closed session will be moved to December meeting.

Policy Review: Section 1: Use of Collection- tabled to December meeting.

Review of Holiday schedule: Siegfried requested closing at noon for the Radio Play on November 26th. Changes for the month of December would be the 23rd through the 26th being closed, and the 31st staying open. Along with January 2nd being closed. Murphy made a motion to approve the schedule, Kramme seconded. Motion was approved.

Announcements and Adjournment: Next meeting will be scheduled Thursday, December 22, 2022 at 9:30 A.M. Kramme made a motion to adjourn, Hofer seconded. The meeting adjourned at 11:10 a.m.