

**WESTFIELD WASHINGTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
COMMUNITY ROOM OR VIA ZOOM
JUNE 8, 2022**

1. CALL TO ORDER.

The meeting was called to order at 7:01 PM by President Nancy Knochel. Those in attendance were: Scott Willis, Patrick Downey, Kim Patton and Justin Wiley. Absent were: Jodi Dubovich and Amber Van Den Berg. Also present were: WWPL Director Sheryl Sollars, Marc Griffith of Veridus, Kevin Montgomery of krM Design, Attorney Eric Douthit and Erin Downey of the Westfield Public Library Foundation.

2. APPROVAL OF THE MAY 11, 2022 REGULAR BOARD MINUTES.

Scott made a motion to approve the minutes of the May 11, 2022 regular board meeting minutes. Justin seconded the motion. The motion was approved unanimously.

3. TREASURER'S REPORT.

a. Justin read the treasure's report. The total of all banks was \$18,669,670.22

b. Receipts:

Receipt #138 for \$493,328.94 is the Spring Property and Excise Tax Disbursement.

\$175,898.94 is for the Operating Fund and \$317,434.00 is for the Debt Service Fund.

Receipt #142 for \$85,489.00 is a LIT Special Distribution.

Receipt #131 for \$50,322.33 is the 2022 CVET Distribution.

\$1,835.91 is for the Operating Fund and \$2,047.09 is for the Debt Service Fund.

Receipt #153 for \$566,421.25 is the June Property and Excise Tax Settlement.

\$198,991.02 is for the Operating Fund and \$367,430.23 is for the Debt Service Fund.

c. Justin made a motion to pay the bills in the amount of \$735,683.23. Scott seconded the motion. The motion was approved unanimously. The reason the bill is so high is the high payoff of the bond and first payment on the new bond.

4. APPOINTMENT OF ACTING SECRETARY.

Kim Patton was appointed Acting Secretary.

5. UNFINISHED BUSINESS.

a. WWPL New Library Project

i. Building Committee/Director Update.

A. KRM Design Presentation.

We are nearing the end of the design and development. The design of the interior was presented and walked through virtually. The placement of the trustee wing was also shown.

B. Veridus Update.

a. The teams got together Friday and determined the detention pond would be for the whole PUD.

The underground detention pond is taken off of our site. This relocation brings our building back to where we want it.

b. The developer would like to work collaboratively to get to closing sooner. However several things need to be accomplished before getting to closing.

c. Scott made a motion to give authority to Eric and Sheryl to take us to closing provided they discuss escrowing and the drainage issues. Patrick seconded the motion. The motion was approved unanimously. (This is to get us ready to close.) The master developer will still have to pay for items previously indicated but now that we have the bids the escrow numbers can be closer to the actual figures. We need the assessment for the off-site drainage. We also need to make sure that we build what we want.

d. Groundbreaking schedule is not available yet.

b. Westfield Library Foundation Report.

- Erin thanked those who had their picture taken with the 1902 wall.
- They are actively meeting with potential investors.
- Lauren's internship ended May 4th but she is helping out through the summer to blog to draw more people to the Foundation's website.
- The main focus has shifted to the funding initiative.

c. Director's Report.

- i. Statistics are in the packet.
- ii. Building Report – nothing new.
- iii. Personnel Report.
Bristy Skiles started May 31st. There are no other changes.

d. Website and Branding update.

The website is set to launch the first part of July. Tammy is working on a press release. We are already using the new branding and the logo.

e. GO Bond 2020.

- i. The ribbon-cutting ceremony was held May 24th. We had good coverage. The vehicle was taken to Lantern Days and will be taken to Touch a Truck June 17th and to the Heart and Soul clinic June 22nd from 3:00-6:00. It was suggested that Spanish books be put on the vehicle.
- ii. There is \$75,000.00 in remaining funds. Sheryl is looking at getting a Discovery Table for the Children's area, outdoor charging tables and another self-check station.

f. Other – none.

6. NEW BUSINESS.

a. 2023 Budget.

Sheryl has a meeting scheduled with Mike Reuter June 15th at 1:00 pm. Mike has updated the fiscal plan.

b. Summer Reading Program 2022 – Ocean of Possibilities.

Quite a few programs have already been held. We have 1,806 participants, with over 205,000 minutes read.

c. Other.

Sheryl was asked about having the Staff Appreciation Dinner this year.

7. AUDIENCE TO THE PUBLIC – none.

8. ADJOURNMENT.

The meeting was adjourned 8:00 PM.

Respectfully submitted,


Nancy Knochel, President


Kim Patton, Acting, Secretary

smr