



City of Longview



Minutes

Longview Public Library Board of Trustees

Monday, June 10, 2024

4:00pm

2nd Floor, City Hall

1. **CALL TO ORDER**

Board Chair Tina Smith called the meeting to order at 4:00pm

2. **PLEDGE OF ALLEGIANCE**

The flag salute was recited.

3. **ROLL CALL**

Present: Chair Tina Smith, Vice-Chair Dave Knoyle, Board Member Linda King, Board Member Paula Stepankowsky, Board Member Claire Pang, City Council Liaison Angie Wean, Library Director Jacob Cole, Library Administrative Assistant James Newkirk

Absent: n/a

4. **APPROVAL OF AGENDA**

No Changes to the Agenda were made.

5. **APPROVAL OF MAY 13, 2024 MINUTES – Action Item**

Action: Paula Stepankowsky motioned to approve the minutes as presented; Dave Knoyle seconded. The minutes were approved unanimously as presented.

6. **APPROVAL OF CLAIMS – Action Item**

Discussion was held about the claims report.

Action: Claire Pang motioned to approve the Claims Report; Dave Knoyle seconded. The Claims Report was approved unanimously.

7. **SURPLUS MATERIALS – Action Item**

Action: Dave Knoyle motioned to approve the Surplus Materials Report; Linda King seconded. The Surplus Materials Report was approved unanimously.

8. **CONSTITUENT COMMENTS**

No public comments were made.

9. **CHAIR AND BOARD REPORTS**

Tina Smith provided a report.

Linda King provided a report.

Paula Stepankowsky provided a report.

Claire Pang provided a report.

10. **DIRECTOR'S REPORT**

Director Jacob Cole provided a report.

Discussion was held about the Library Diversity Audit.

Members of the board conducted a question-and-answer session with Library staff.

11. **OTHER BUSINESS**

Discussion was held about the Board of Trustees Bylaws.

Action: Paula Stepankowsky motioned to add reciting the Pledge of Allegiance to the bylaws, under Order of Business; Dave Knoyle seconded. Reciting the Pledge of Allegiance was added to the Board of Trustees Bylaws with unanimous approval.

Staff provided a presentation on Gale Legal Forms.

12. **NEXT REGULAR MEETING**

MONDAY, JULY 8, 2024 – 4:00PM

13. **EXECUTIVE SESSION**

No Executive Session

14. **ADJOURNMENT**

The meeting was adjourned by Chair Tina Smith at 5:27pm.