



City of Longview

Minutes



Longview Public Library Board of Trustees

Monday, July 8, 2024

4:00pm

2nd Floor, City Hall

1. **CALL TO ORDER**

Board Chair Tina Smith Called the meeting to order at 3:58pm. A quorum is present.

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**

The demonstration of a Library Database was added to Other Business. The Agenda was approved as amended.

5. **APPROVAL OF JUNE 10, 2024 MINUTES – Action Item**

Action: Linda King motioned to approve the minutes as presented; Claire Pang seconded. The minutes were approved unanimously as presented.

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

Discussion was held about the Claims Report.

Action: Paula Stepankowsky motioned to approve the Claims Report; Linda King seconded. The Claims Report was approved unanimously.

7. **SURPLUS MATERIALS – Action Item**

Discussion was held about the Surplus Materials report.

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

8. **CONSTITUENT COMMENTS**

Angie Wean provided a public comment.

9. CHAIR AND BOARD REPORTS

Chair Tina Smith provided a report.

Vice-Chair Dave Knoyle Provided a report.

Board Member Linda King provided a report.

Board Member Paula Stepankowsky provided a report.

Board Member Claire Pang provided a report.

10. DIRECTOR'S REPORT

Director's Report –

Library Director Jacob Cole provided a report.

Board Questions –

The Board led a question-and-answer session with Library staff.

11. OTHER BUSINESS

Library staff gave a demonstration of the database HelpNow by Brainfuse.

12. NEXT REGULAR MEETING

Monday, August 12, 2024 at 4:00PM.

13. EXECUTIVE SESSION

No Executive Session

14. ADJOURNMENT

The meeting was adjourned by Chair Tina Smith at 5:15pm.