



# City of Longview



## Minutes

### Longview Public Library Board of Trustees

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Monday, December 8, 2025

4:00pm

2<sup>nd</sup> Floor, City Hall

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1. **CALL TO ORDER**

*Board Chair Tina Smith called the meeting to order at 4:02pm. 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 Jerame Moore, City Council Liaison Angie Wean, Library Director Jacob Cole, Library Administrative Assistant James Newkirk

***Absent:*** n/a

4. **APPROVAL OF AGENDA**

*The location of the meeting was adjusted from the Longview Public Library to the 2<sup>nd</sup> Floor of City Hall.*

5. **APPROVAL OF MINUTES – Action Item**

***Action:*** Jerame Moore motioned to approve the Minutes from September 8, 2025 and November 17, 2025; Paula Stepankowsky seconded. The minutes were approved unanimously.

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

*Discussion was held about the Claims Report.*

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

7. **SURPLUS MATERIALS – Action Item**

***Action:*** Paula Stepankowsky motioned to approve the Surplus Materials Report; Linda King 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.*

*Boardmember Linda King provided a report.*

*Boardmember Paula Stepankowsky provided a report.*

*Boardmember Jerame Moore 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**

***Alcohol Policy***

***Action:*** *Jerame Moore motioned to approve the Alcohol Policy, Paula Stepankowsky seconded. The Alcohol Policy was approved unanimously.*

***Art Acquisition Policy***

***Action:*** *Linda King motioned to approve the Art Acquisition Policy; Dave Knoyle seconded. The Art Acquisition Policy was approved unanimously.*

***Board Bylaw Review***

*Discussion was held about the Board's Bylaws.*

***Action:*** *Jerame Moore motioned to withdraw consideration of revising the Board's Bylaws; Paula Stepankowsky seconded. The request for the revision of the Board's Bylaws was withdrawn.*

**12. NEXT REGULAR MEETING**

**Monday, January 12, 2026 at 4:00pm.**

**13. EXECUTIVE SESSION**

*No Executive Session*

**14. ADJOURNMENT**

*The meeting was adjourned by Chair Tina Smith at 4:41pm.*