

**Kirkland Public Library  
Board of Trustees Meeting  
July 17, 2025**

**Board present:** Jean Bauer, Clare Hay, Sally Jones, Marian Termini, Colleen Kreinbrink, Lori Finkle

**Board absent:** Becky Lamont

**Others present:** Mary Holtrop, Christopher So

**Call to Order:** The meeting was called to order at 6:12 pm by board president Bauer. Delay due to secretary arriving late.

**Approval of Minutes:** The minutes of the June, 2025, meeting were reviewed by those present. Sally motioned to approve the minutes, Clare seconded. Minutes were approved.

**Financial Report:** Tina Weaver did not attend this meeting so we all went through financial report on our own. The balance as of June 30, 2025 is \$119,807.52. Clare moved to approve financial report, Colleen seconded.

**Director's Report:** For June, 2025.

- Had 182 patrons, 288 items checked out, and 50 requests through Sierra.
- Children's story time on Thursday mornings had 14 children attend during June. Eleven adults attended regular book club discussion.
- Four new library cards issued.

Sally motioned to accept director's report and Marian seconded. All approved.

**Old Business:**

- a. Village agreement update— Mary emailed Ryan Block recently to thank for addressing the malfunctioning electrical outlets needed for the new dehumidifiers. She went ahead and attached the agreement we had wanted to amend since she had not heard anything back previously. Disposal of old dehumidifiers was discussed. Will try to get junk people to pick up. Also discussion about programming of dehumidifiers to come on regularly.
- b. Report on new director training-- Mary commented on making sure we indicate if we cannot attend a board meeting so that Chris is not making unnecessary road trips. Chris has been working with Mary, Linda and Jan. He will train on the Sierra program and is learning payroll and will do it by himself in two weeks. Overall, coming along well. He'll do independent shifts by end of August. Chris taking over Facebook and library website pages. Chris will mostly work Tuesdays, Thursday and alternating Saturdays. They are considering hiring one more person to cover gaps in schedule. Also, working on getting WiFi in November when Frontier contract ends. Air Cell was suggested.

**New Business:**

- a. Building repairs-- dehumidifiers already discussed
- b. Policy Review-- Mary noted that we may need to update our policies at the library such as emergency plan and others. Mary suggested those will be brought to the board possibly over the next few months.
- c. Additions-- Chris added that he will be adding Tiktok, Youtube and Instagram presence for the library as well. Having a Youtube channel, for example, will allow for virtual programming (story time) since our space at library is so limited.

**Adjournment:** At about 6:34, Sally motioned to adjourn the meeting, Colleen seconded. All were in favor.

Submitted by,

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Marian Termini  
Secretary