



MINUTES

Richland Public Library Board
Library Conference Room A – 955 Northgate Drive
January 14, 2025, 5:30 – 6:30 PM

Richland Public Library Regular Board Meeting – 5:30 p.m.

Chair Buxton called the meeting to order at approximately 5:31 p.m.

Attendance

Chair Buxton, Vice-Chair Hernandez, Board Member Lightner were present. Also present was Council Liaison Kent, Library Manager Nulph and Administrative Assistant Christian.

Board Member Pickel was absent. Board Member Isakson arrived at 5:45 p.m.

Approval of Agenda

1. **VICE-CHAIR HERNANDEZ MOVED AND BOARD MEMBER LIGHTNER SECONDED THE MOTION TO APPROVE THE AGENDA AS IS. THE MOTION CARRIED 3-0.**

Approval of Minutes

2. **CHAIR BUXTON ASKED FOR A MOTION TO APPROVE THE MINUTES OF THE DECEMBER 10, 2024 MEETING. BOARD MEMBER LIGHTNER MOVED AND VICE-CHAIR HERNANDEZ SECONDED THE MOTION TO APPROVE THE MINUTES OF DECEMBER 10, 2024 AS IS. THE MOTION CARRIED 3-0.**

Richland Public Library Staff Updates

3. **January 2025 Library Manager's Report –**
Library Manager Nulph shared that patrons are excited and taking advantage of the new reciprocal borrowing agreement between Mid-Columbia Library, Walla Walla Rural Library, Walla Walla Public Library and Columbia County Library.

The new print release kiosk will be installed on January 27 and make printing services fully available to include payment. The new self-checks will be installed sometime this month. In the meantime, patrons can use the library app to check out their items using their smartphones.

Library Manager Nulph shared library statistics and programming highlights for December 2025.

Approval of Bills

4. Approval of Bills January 2025 -

BOARD MEMBER LIGHTNER MOVED AND VICE-CHAIR HERNANDEZ SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JANUARY 2025 IN THE AMOUNT OF \$125,057.51. THE MOTION CARRIED 4- 0.

New Business

5. February 25, 2025 Three Boards Meeting (Richland Public Library Board, Friends of the Richland Public Library, and the Richland Public Library Foundation) – Board Members discussed possible agenda items for the Three Boards Meeting on February 25. A representative from the Washington State Library will also be speaking at the meeting.

Agenda Items for Upcoming Board Meeting

6. February 25, 2025 Three Boards Meeting
7. Library Staff Presentation

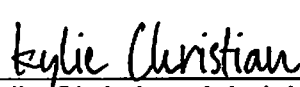
Adjournment

Chair Buxton adjourned the meeting at 6:16 P.M.

APPROVED:

ATTEST:


Karen Buxton, Library Board Chair


Kylie Christian, Administrative Assistant

DATE APPROVED: February 11, 2025

DATE PUBLISHED: February 12, 2025

Certificate Of Completion

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 Document Pages: 2
 Certificate Pages: 5
 AutoNav: Enabled
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 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed
 Envelope Originator:
 Toni Clark
 625 Swift Boulevard
 Richland, WA 99352
 tclark@ci.richland.wa.us
 IP Address: 10.131.120.150

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Status: Original
 2/12/2025 8:56:10 AM
 Holder: Toni Clark
 tclark@ci.richland.wa.us
 Location: DocuSign

Signer Events

Karen A. Buxton
 karenbuxton@aol.com
 Security Level: Email, Account Authentication
 (None)

Signature

Signature Adoption: Drawn on Device
 Using IP Address: 71.84.180.164
 Signed using mobile

Timestamp

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 Signed: 2/12/2025 12:38:31 PM

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Kylie Christian
 kchristian@ci.richland.wa.us
 Security Level: Email, Account Authentication
 (None)

Signature Adoption: Pre-selected Style
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Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Toni Clark
 tclark@ci.richland.wa.us
 Administrative Assistant II
 City of Richland
 Security Level: Email, Account Authentication
 (None)

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Not Offered via DocuSign

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Notary Events	Signature	Timestamp
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Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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