



**MINUTES**  
Richland Public Library Board  
Tuesday, July 8, 2025  
Library Conference Room A  
955 Northgate Drive

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

Vice-Chair Hernandez called the meeting to order at approximately 5:30 p.m.

Attendance: Chair Buxton	Absent
Vice-Chair Hernandez	Present
Board Member Isakson	Present
Board Member Lightner	Present
Board Member Pickel	Absent
Council Liaison Kent	Absent

Also present were Library Manager Nulph, Administrative Assistant Christian, and Children’s Librarian Reed.

**Approval of Agenda**

**BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE AGENDA AS PUBLISHED. MOTION CARRIED 3-0.**

**Approval of Minutes**

**1. BOARD MEMBER ISAKSON MOVED AND BOARD MEMBER LIGHTNER SECONDED THE MOTION TO APPROVE THE MINUTES OF JUNE 10, 2025 AS PRESENTED. MOTION CARRIED 3-0.**

**Richland Public Library Updates**

2. Richland Public Library Staff Update

Children’s Librarian Kelly Reed shared with the Board about summer programming for children and the summer reading challenge for the children’s department.

3. Library Manager's Monthly Report and Library Statistics Report from June 2025

Adjustments have been made to the irrigation and electrical for the Outdoor Space that has caused some delays. Contractors are expected to continue construction in the next couple of weeks.

The library has successfully transitioned from K20 internet to internet provided by the City of Richland.

Library Manager Nulph shared library statistics for the month of June 2025.

### Public Comments

None.

### Approval of Bills

4. **BOARD MEMBER LIGHTNER MOVED AND BOARD MEMBER ISAKSON SECONDED THE MOTION TO APPROVE THE CERTIFICATION OF CLAIMS FOR PAYMENT FOR JUNE 2025 IN THE AMOUNT OF \$200,300.51. THE MOTION CARRIED 3- 0.**

### Unfinished Business

5. Changes to Library Operating Hours

After the Labor Day holiday, the library plans to change hours. The proposal is to change the hours Monday through Thursday from 10:00 a.m. to 9:00 p.m. to 9:00 a.m. to 8:00 p.m. Friday through Sunday the library hours will remain as they are. This change is ready for Board approval.

**BOARD MEMBER ISAKSON MOVED AND BOARD MEMBER LIGHTNER SECONDED THE MOTION TO APPROVE THE CHANGE TO THE LIBRARY OPERATING HOURS FROM 10 A.M. TO 9 P.M. MONDAY THROUGH THURSDAY TO 9 A.M. TO 8 P.M. MONDAY THROUGH THURSDAY. THE MOTION CARRIED 3-0.**

### Agenda Items for Upcoming Board Meeting

Library Foundation Meeting Recap

### Adjournment

Vice-Chair Hernandez adjourned the meeting at 6:03 P.M.

APPROVED:

  
\_\_\_\_\_  
Karen Buxton, Library Board Chair

ATTEST:

  
\_\_\_\_\_  
Kylie Christian, Administrative Assistant

DATE APPROVED: August 12, 2025

DATE PUBLISHED: August 13, 2025

### Certificate Of Completion

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Status: Completed  
 Envelope Originator:  
 Toni Clark  
 625 Swift Boulevard  
 Richland, WA 99352  
 tclark@ci.richland.wa.us  
 IP Address: 64.184.153.146

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 8/13/2025 8:53:31 AM  
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### Signer Events

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

### Signature

Signature Adoption: Drawn on Device  
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 2600:6c54:7c00:b6e:c93b:b11f:964b:a603  
 Signed using mobile

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

Signature Adoption: Uploaded Signature Image  
 Using IP Address: 64.184.153.146

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**Electronic Record and Signature Disclosure:**  
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### Editor Delivery Events

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### Status

### Timestamp

### Intermediary Delivery Events

### Status

### Timestamp

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### Status

### Timestamp

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

**VIEWED**  
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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