

WELLER PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes May 13, 2025 6:00 pm

CALL TO ORDER: By Fred Hamann At 6:04 pm

TRUSTEES: Fred Hamann- President 8-29, Katie Gagnon-Vice President 8-27, Rebecca Wilson-Secretary 8-26, Marie Gagnon 8-25, Tracy Barron 8-28, Shae Evans 8-30 *Ending Term date after name

Library Supervisor - Sarah Roberts

City Council Representative - Jennifer Bishop

Absent: All Present

GUESTS: Eila Whelchel

Minutes: April 2025

Moved to accept by Katie Gagnon 2nd by, Marie Gagnon **APPROVED**/REVISED

OLD BUSINESS:

- **Grants - Update:** Sarah has been informed that the Teen Internship grant should be funded. The Yancey P Winans Grant was approved for \$4,500 and Sarah is spending the money. WSL 2025 TTRPG Innovation Grant was approved but is in limbo due to IMLS .
- **ADA Compliance** -The painting of the ADA compliant lines will be done in the spring and this will complete the ADA updates.
- **Building Update**
 - Front Window Repair- Andrew Knee Update** The windows are built and Marie is dropping off paint to be applied before installation.
 - Stained Glass Update** - Katie is continuing to work on this project and presented proposed designs.
 - Pointing Rocks in Basement**-to be done after the Entryway
 - Painting Entryway**- Should be done soon.

NEW BUSINESS

- **Hours (S/E/C) April 1-April 15: 17/28/7 Hours (S/E/C) April 16-April 30: 27/21/0**
- **Teen Internship Selection** - Four student applications were interviewed and after discussion of the candidates the board voted to accept one of the teens and to write a letter of introduction of a second teen to be given to another entity that received the

internship grant. The motion to hire the teen and give the other teen the reference was made by Katie and seconded by Tracy and the motion passed unanimously.

- **Selection of Secretary for June Meeting** - Tracy will cover the secretary position and it was decided that there would not be a majority of Trustees for the June meeting because of other Community/School events. The motion was made to move the Trustees meeting for June to Monday, June 9, 2025. The motion was moved and seconded and passed. The friend will be notified
- **Evaluation of Library Staff** - The Board Chairman of the Trustees is responsible to conduct evaluation of the Library Supervisor. The Library Supervisor is responsible for evaluation of workers. Rebecca will work with Sarah to create an evaluation form on Thursday 5/15/2025.
- **Review of purchase order forms -ACTION** Rebecca Wilson made a motion to approve the purchase orders, Marie seconded and the motion carried.
- **Librarian Report: See Report**
- **Grants for upstairs archival area** - Katie is looking into the possibility of making the upstairs into an archival storage area that could include area partners such as the Waitsburg Times and the Waitsburg Historical Society. She has approached Lane with the Times but has not heard back from her. It was suggested that she could look into archival areas such as Fort Walla Walla, Penrose Library, Whitman College and possibly Dayton Library. This item will be removed from the new business at this time and will be reviewed in the future.

- **Next Meeting:** Monday June 9, 2025 at 6:00 pm
- The meeting was adjourned at Fred Hamann at 7:01 pm

Respectfully submitted by Rebecca S. Wilson