

WELLER PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes December 12, 2023 6:00 pm

CALL TO ORDER: By Marie Gagnon At 6:00 pm

TRUSTEES: Marie Gagnon-Chair 8-25, Jim Leid–Vice-Chair 8-27, Sherri Erikson 8-24, Rebecca S Wilson 8-26, Beka Compton 8-28 *Ending Term date after name
Library Supervisor - Sarah Roberts
City Council Representative - Jillian Henze
Absent: Jillian Henze

GUESTS: Eila Whelchel

Minutes: November 2023 meeting

Moved to accept by Beka Compton 2nd by, SherriErikson **APPROVED**/REVISED

OLD BUSINESS:

- **Report on downstairs painting: Update Marie** Marie submitted the bill from Meticulous Touch of \$14,696.31 and the check from the Friends of \$5,000 to Randy at City Hall. Randy informed Marie that the bill will be paid this year and will not carry over into next year's budget. Marie and Louie have changed the air filters in the heat pump and furnace after the painting. They also bought a quarter round, stained and applied to the base of the counter. A vent cover has been ordered to cover the air vent in the main room.
- **Budget: Update** The City Counsel is slated to approve the City budget (including the Library budget) on December 20, at 7pm at City Hall. Jim and Marie will plan to attend to thank the City Council for support of the Library budget that allows the library to be open more hours and supports our workers. It was suggested that Marie read Sarah's Current Status of Outreach that highlights the use of the library.
- **A Letter of Appreciation to the Friends - Update** Beka will follow up on this
- **Three Letters of Appreciation 2 to the AAUW and 1 to McGregors - Update** Rebecca is following up on this.
- **Two Grants due in November - Update** We should hear back from the ArtWalla Walla grant in 2024. The AAUW grant could not be completed because the city did not get the IRS letter that would let us complete the grant in time. We now have the letter and this should not be a problem in the future.

NEW BUSINESS

- **Friends of the Library - Sharing of Ideas** We are thankful that Karen brought some ideas from the Friends. First we need to decide what kind of platform the wooden signs need (siting or hanging) and the names on the signs for the Genre of Books and get this

to Gloria Wilson. One area to consider for more shelves is the Hallway from the Pipe to the old bathroom. The friends wondered if we could use some of the logo colors on the drawers in the counter. They also see a need for some hooks for children's coats. Both groups have asked if possible for the Trustees and the Friends to hold meetings on the same night so that anyone that would like could attend both meetings.

- **ADA Compliance** - When Sarah was reshelving books - Randy brought an ADA compliance officer through the library. Marie will follow up with Randy about signage and bathroom updates that are needed and what was discussed with the officer about the upstairs.
- **Review of purchase order forms - Action** Rebecca made a motion to allow the purchase requests, Sherri seconded and the motion was approved.
- **New Policies to Revise** - work on volunteer policy and form for adults and students. A draft will be presented at the next meeting.
- **THANK YOU NOTE:** It was brought to the attention of the group that Anita Baker has for years paid for a subscription of Ranger Rick for the library. Rebecca Wilson will send a thank you note.

- **Librarian Report: - see Librarian Report**

- **Next Meeting:** January 9, 2024 at 6:00 pm
- Adjournment: 6:50 pm Submitted by: Rebecca S. Wilson