

Washington Public Library Board of Trustees
Regular Meeting
Thursday, January 8, 2026
Washington Public Library, Nicola-Stauffer Room

1) Call to Order	<ul style="list-style-type: none"> ● Regina called the meeting to order at 9:02AM. ● Trustees Present: Regina Schantz, Kirsten Minino, Margi Jarrard, Kerrie Willis, Owen Piette, ● WPL Staff: Cary Ann Siegfried; Allison Greiner ● Foundation: Ed
2) Public Participation	<ul style="list-style-type: none"> ● No members from the public were present.
3) Approval of Minutes	<ul style="list-style-type: none"> ● Minutes were approved. <ul style="list-style-type: none"> ○ Margi moved, and Kirsten seconded.
4) Approval of Financial Reports	<ol style="list-style-type: none"> 1. Expenditures–Cary Ann reviewed expenditures, then answered a few questions. 2. End of the Month Account Balances 3. Approval of New Expenditures <ol style="list-style-type: none"> a. Kerrie moved and Owen seconded; all approved. 4. Approval of Roth bill for \$4,846.87 <ol style="list-style-type: none"> a. Owen moved, and Kirsten seconded; all approved
5) Library Services Report (Siegfried)	<ul style="list-style-type: none"> ● Cary Ann reviewed the information.
6) Committee Reports (Board)	<ul style="list-style-type: none"> ● No committee reports
7) Continuing Education topic(s) of the month	<p>Accreditation–Cary Ann</p> <ol style="list-style-type: none"> 1. We receive more money if we’re accredited at the highest level, Tier 3. 2. Whofi is user-friendly; however, most steps require proof of compliance (uploading documents, dates, etc.) 3. Most standards have to have been reviewed in the last three years. A few, like having the outdoor book drop, carry over. 4. Documents <ol style="list-style-type: none"> a. Direct State Aid Requirements b. Quick List of Standards
8) Old Business	<p>Facility Issues Update</p> <ol style="list-style-type: none"> 1. Allison gave a detailed overview of what occurred during the review process following the leak (damper failure of ERU during last big snow). 2. Right now, the HVAC is not running. 3. The insurance adjuster is determining whether this event is covered. The City Administrator is involved in the process. 4. A question mark is what’s to prevent this from happening again.... <p>Library FY 25/26 Budget Discussion–Review draft FY Budget Submission</p> <ol style="list-style-type: none"> 1. The budget is identical to the former one, except Technology Services. 2. Allison and Cary Ann are meeting with the City tomorrow. 3. We put the 20th and 27th City Council meetings on the calendar, so Board can support. Owen will attend the 20th. Kerrie will attend the 27th. <p>Library FY 25/26 Budget Discussion–Review City Compensation and Classification Study Results</p> <ol style="list-style-type: none"> 1. This information has NOT been approved by City Council. 2. Cary Ann walked us through the results.

	<p>Strategic Plan Review</p> <ol style="list-style-type: none"> 1. We reviewed the plan, and we discussed some questions. 2. Year 1 is actually eighteen months. 3. Change wording on “Projects” to “Anticipated Projects” to allow for flexibility. 4. Approval of objectives and projects: we like the format and the clear, streamlined objectives. 5. Margi moved and Kerrie seconded to approve plans, objectives, and project; all approved. <p>Continued Discussion of Additional Committee Structures</p> <ul style="list-style-type: none"> ● Cary Ann and Allison will come back next month with some ideas about what might be the duties of these committees, how they might work, committee expectations, etc. ● Here are our notes from last month: <ol style="list-style-type: none"> 1. MakeIt Space Committee (fairly large budget; needs ongoing attention) <ol style="list-style-type: none"> a. Power user(s); interested creatives; Board Member; Staff Member 2. PlayIt Space Committee
<p>9. New Business</p>	<p>Policy Review: Rules of Conduct</p> <ul style="list-style-type: none"> ● “at least three days prior to the meeting” ● Delete “Intentionally” in front of creating a mess (4g) ● Kerrie moved and Margi seconded to approve these rules of conduct; all approved.
<p>10. Announcements and Adjourn a. Next Meeting- February 5</p>	<ul style="list-style-type: none"> ● Kirsten moved and Owen seconded; all approved