

WEST BRANCH PUBLIC LIBRARY  
Board of Trustees Meeting Minutes  
<https://us02web.zoom.us/j/84510234590>

May 14,, 2025

Meeting commenced at: 6:33

**Roll Call**

**Present:**

- Jessie Schafer (Director)
- Lizabeth Osborne (President)
- Seth Goodspeed (Vice President)
- Annika Pettitt (Secretary)
- Holly Waison (Trustee)
- Erin Monaghan (Trustee)

**Absent:**

**Meeting Agenda and Minutes:**

On a motion by Trustee Monaghan the agenda for the meeting was unanimously approved.

On a motion by Trustee Pettitt and seconded by Trustee Goodspeed the April 2025 minutes were unanimously approved

**Open Forum:**

Jessie is keeping an eye on news from the State Library about what programs may be impacted by loss of federal funds. They are working to prioritize most critical programs including inter-library loan service, free websites, and delivery service for ILL.

**Financial Condition Report:**

Jessie is paying close attention to spending down funds as we move towards the end of the fiscal year. She may ask the city if the funds allocated for the drainage tiles project could be carried over since it has already been quoted.

On a motion by Trustee Monghan and seconded by Trustee Waison the financial condition report was unanimously approved

**Director's Report:**

*See meeting packet for additional notes*

Additions to the Packet: Trustees asked Jesse to include the following statistics going forward - break down of adult vs youth programming, number of ILL books lent and borrowed

**Discuss/approve appointing Christine Humrichouse to the Library Board of Trustees**

On a motion by Trustee Pettitt and seconded by Trustee Osborne the motion to appoint Christine Humrichouse to the Library Board of Trustees was unanimously approved.

**Discuss/approve Library Staff Salaries for FY 2026**

Trustees recommended an additional 0.5% increase for Kat on top of the initial proposal.

On a motion by Trustee Goodspeed and seconded by Trustee Osborne the amendment to the proposed Library Staff Salaries for FY 2026 were unanimously approved.

On a motion by Trustee Monaghan and seconded by Trustee Pettitt the amended proposed Library Staff Salaries for FY 2026 were unanimously approved.

**Discuss/approve 2025 Strategic Plan**

On a motion by Trustee Pettitt and seconded by Trustee Goodspeed the proposed 2025 Strategic Plan was unanimously approved.

Next meeting June 11 @ 6:30pm

The meeting was adjourned at 7:23