



**MEETING CALLED TO ORDER/ROLL CALL**

Meeting called to order at 7:00 PM by Stacy Smith.

Board members present: Lorena Cary, Deb Dukes, Ashley Mahony, Chris Nichols, Pam Tomka, Karen Williams, Stacy Smith

Also present: Lexie Walsh

**RECOGNITION OF VISITORS**

None

**PUBLIC COMMENT**

None

**CONSENT AGENDA ITEMS**

**MINUTES OF MEETINGS**

10.21.25 Board Meeting Minutes

**FINANCIAL STATEMENTS**

CHECK REGISTER—November

BUDGET WORKSHEET—November

**TREASURER'S REPORT—October**

**RECOMMENDATION TO CLOSE EARLY—04.03.26**

Karen Williams asked about the expense from Riptide Promotions in the check register; Lexie Walsh explained that it's a company that is providing branded prizes for Screen Free(er) January.

Chris Nichols made a motion to approve the consent agenda items.

Lorena Cary seconded the motion.

Ayes: Deb Dukes, Ashley Mahony, Chris Nichols, Pam Tomka, Karen Williams, Lorena Cary, Stacy Smith

Nays: None

The motion passed.

**DIRECTOR'S REPORT**

**CIRCULATION STATISTICS—OCTOBER**

**DONATIONS—NOVEMBER**

Lexie Walsh gave her director's report and reviewed the circulation statistics and donations. Lexie explained that she would like to give staff with 12+ years of service a paid day off around their birthday. Stacy Smith asked how many staff have 12+ years of service, and Lexie shared there are approximately five. Pam Tomka suggested calculating birthday hours for part-time staff by dividing their scheduled weekly hours by five.

Chris Nichols asked why Lexie Walsh suggested a Monday for a staff self-defense class. Lexie explained that Mondays and Fridays are best for closing early because they're WDL's shortest weekdays, and Mondays work better for the instructor.

Deb Dukes asked if we can use the "pathway" donation board by the front door for donations. Lexie Walsh explained that we've been using it since construction of the building. The Board voted several years ago to raise the threshold for a "paving stone" to \$500.

In response to the discussion about adding online timekeeping software, Karen Williams asked if WDL's current pen-and-paper method has any associated costs. Lexie Walsh explained that although there's no software costs, it requires a fair amount of staff time.

Ashley Mahony suggested that Screen Free(er) January be advertised in churches in addition to the usual places WDL advertises programs. She also suggested creating a hashtag that patrons can use to share pictures of their families participating in screen-less activities.

### **REVIEW PATRON PARTICIPATION BEST PRACTICES**

Karen Williams expressed that it can be frustrating for patrons to feel like they aren't being heard at patrons or feel like their opinions aren't being truly considered. Engaging with/explaining to patrons during meetings can feel defensive instead of open. She encouraged actively listening and taking notes instead of engaging in back-and-forth with patrons. Chris Nichols noted that one Board member speaking during a meeting can carry the weight of the full Board. There was general agreement on all points.

Stacy Smith shared that she will reiterate the basic policies around public participation whenever there are members of the public at Board meetings. Lexie Walsh offered to create a form that would allow patrons to request follow-up responses on their comments or expand on their thoughts.

### **COMMITTEE REPORTS**

None

### **WACC REPORT**

The WACC open Board meeting for entities will take place on December 10, 2025 at 7AM. Pam Tomka and Deb Dukes will attend on behalf of WDL. At Pam's suggestion, Stacy Smith will recommend that Five Points create a handout for the meeting instead of relying solely on a display.

Stacy Smith also shared that WACC expects to break even in 2025 for the first time since 2020.

### **OTHER DISCUSSION**

Stacy Smith suggested creating a committee in 2026 to explore fundraising options. Pam Tomka emphasized the need for different and increased sources of revenues as reserve funds are being spent. She suggested that asking people to give for specific projects is often more successful than general donations.

Deb Dukes asked why there are no photos of the Sunnyland Branch building in the newsletter and none of either building on the website. Lexie Walsh said the picture of the Main Library will be removed from the newsletter soon as it takes up space and people who are reading the newsletter are likely already aware of both library locations.

### **PUBLIC COMMENT**

None

### **BOARD COMMENT**

Stacy Smith shared that she and Deb Dukes will be attending the ILA Legislative Meet-Up on November 19, 2025. ILA's 2026 legislative priorities are funding and grant rates, trustee training, educational resource funding, and ebook costs.



**WASHINGTON DISTRICT LIBRARY**  
**380 N Wilmor Rd**  
**BOARD MEETING MINUTES**  
**11.18.25**  
**7:00 PM**

**ADJOURN**

Karen Williams made a motion to adjourn at 7:45 PM

Chris Nichols seconded the motion.

The motion passed unanimously.

Karen Williams (Secretary)