



WASHINGTON DISTRICT LIBRARY
Sunnyland Branch Library
16 Washington Plaza
BOARD MEETING MINUTES
1.20.26
7:00 PM

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, Ali Dixon, and Gray Baker

RECOGNITION OF VISITORS

There were no visitors.

PUBLIC COMMENT

No public comment was made.

STAFF INTRODUCTION

Gray Baker introduced themselves and their position as the library's cataloger. While fairly new to WDL, Gray came from Peoria Public Library where they worked as a cataloger for 6 years. The board asked questions about the details of Gray's position and thanked them for their work in getting materials into the hands of patrons.

CONSENT AGENDA ITEMS

MINUTES OF MEETINGS

12.16.25 Board Meeting Minutes

FINANCIAL STATEMENTS

CHECK REGISTER—January

- Pam Tomka asked if the amount paid to Blue Cross/Blue Shield was what we always paid. Lexie Walsh responded that it had gone up some in recent months as a few family members had been added to the policy, but that it was what the library would pay barring any more additions.
- Pam asked for confirmation that donations go into the general operating fund. Lexie confirmed.

BUDGET WORKSHEET—January

- Karen Williams asked why so many lines of the budget are overspent if it is only halfway through the fiscal year. Lexie Walsh explained that a few are overspent, but most of the "overspent" lines are one-time payments that have been paid for the year or the way things are billed causes more than one to appear in a single month.
- Pam Tomka asked for clarification on the utilities line for Branch as it is overspent. Lexie responded that it was an extremely hot summer, causing the air conditioning to run more than usual, combined with Ameren prices skyrocketing more than anticipated.
- Pam asked about any further staff/trustee expenses as the budget line is 98% spent. Lexie replied that it was mostly done for the year, with only a few minor expenses to go.
- Karen commented on the large increase in price for internet at Branch for the month. Lexie explained that because of timing, two bills were paid in January.

TREASURER'S REPORT—December

APPROVE RELEASE OF 04.24.25 CLOSED MEETING MINUTES

Chris Nichols made a motion to approve the consent agenda items.
Deb Dukes 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—DECEMBER DONATIONS—JANUARY

Lexie Walsh gave her director's report and reviewed the circulation statistics and donations.

- Lexie informed the Board that she would be away from the library from March 16-21 and would conference call in for the meeting on March 17.
- The Board discussed the possibility of expanding the current policy around tuition reimbursement to include online certificate courses. The general consensus was that reimbursement should continue to apply to university sponsored programs only. Chris Nichols expressed a desire to see room for exceptions if a case could be made.
- Lexie reminded the Board that there would be a finance committee meeting in February and that a date needed to be set for a long-range planning committee meeting.

GOALS FOR FUNDRAISING COMMITTEE

Stacy Smith started off the discussion by sharing what she felt should be the first steps of a fundraising committee. She would like the committee to identify donation trends, regular donors, individual donors, and how much of the budget is made up of donations as this would provide the data necessary to make future goals for the library. Lexie replied that she has all the data requested and would compile it all into one location. Further discussion added consulting with like-sized libraries on donation practices and deciding about involvement with the Community Foundation to the list of tasks for a future committee.

APPOINT FUNDRAISING COMMITTEE

Appointing a committee was tabled until the next meeting so that the stats could be reviewed to determine if a subcommittee was necessary and what they would need to accomplish.

COMMITTEE REPORTS

There were no committee reports.

WACC REPORT

Stacy Smith reported that the new WACC officers had been seated and are as follows: Chris Dubois – president; Eric Johannsen - vice president; Bob Brown – treasurer; Stacy Smith – secretary. Stacy also reported that the capital campaign has received \$500,000 in cash donations to date.

OTHER DISCUSSION

Deb Dukes questioned why there was a program that had already passed on the front page of the website. Ali Dixon explained that information about upcoming programs was not added to the website until the newsletter was published. The February newsletter had been published earlier in the day so updated events could be expected by the end of the following day.



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PUBLIC COMMENT

There was no public comment.

BOARD COMMENT

There was no board comment.

ADJOURN

Lorena Cary made a motion to adjourn at 7:50 PM

Pam Tomka seconded the motion.

The motion passed unanimously.

Ali Dixon (Recording Secretary)

Karen Williams (Secretary)