WASHINGTON DISTRICT LIBRARY
380 N Wilmor Rd
BOARD MEETING MINUTES
05.19.26
7:00 PM

MEETING CALLED TO ORDER/ROLL CALL
Meeting called to order at 7:00 PM by Stacy Smith.
Board members present: Deb Dukes, Ashley Mahony, Pam Tomka, Karen Williams, Stacy Smith
Board members absent: Lorena Cary, Chris Nichols
Also present: Lexie Walsh, Ali Schafer, and Aubrey Scott

RECOGNITION OF VISITORS
There were no visitors.

PUBLIC COMMENT
No public comment was made.

STAFF INTRODUCTION
Aubrey Scott introduced herself and her position as the library's outreach librarian. She gave an overview of the programs that she offers throughout the year in addition to delivery services. Aubrey also detailed the many community events that she would be taking part in over the summer and the newly developed WISE committee that she was on as a representative of the library. The Board asked her questions and thanked her for her efforts in the community on the library's behalf.

CONSENT AGENDA ITEMS

MINUTES OF MEETINGS

03.17.26 Board Meeting Minutes
04.20.26 Executive Committee Meeting Minutes
04.21.26 Board Meeting Minutes

FINANCIAL STATEMENTS

CHECK REGISTER—May

- Pam Tomka asked Lexie Walsh who the tickets for the Rotary Pancake Breakfast go to. Lexie responded that the tickets were offered to staff on a first-come, first-serve basis.
- Pam requested clarification on the $4,585.45 spent in furniture & fixtures. Lexie replied that it was library grade furniture purchased to house the parenting section in the children's department.
- Pam inquired about the recurring consultant fee paid to HR Source. Lexie explained that it is for an on-call HR resource, contracted and discounted through RAILS.

BUDGET WORKSHEET—May

- Pam questioned how employee benefits ended up 185% spent. Lexie answered that it was due to billing dates; causing two bills, one of which occurs in FY27, to be paid in the same month. She mentioned that the same applied for cleaning services.

TREASURER'S REPORT—April

- Pam asked about a refund of $3,051. Lexie responded that she was pretty sure it was a collections of smaller refunds, but that she would look into it and get back to them.

Karen Williams made a motion to approve the consent agenda items.
Deb Dukes seconded the motion.
Ayes: Deb Dukes, Pam Tomka, Karen Williams, Stacy Smith
Nays: None
The motion passed.

DIRECTOR'S REPORT

CIRCULATION STATISTICS—APRIL

DONATIONS—MAY

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

- Lexie announced that the library has an outstanding claim with iCash of about $370. At the Board's questions, Lexie explained what the iCash program is and how it works.
- As requested, Lexie checked in with other directors to learn what kind of tasks other libraries used volunteers for. She reported that most libraries use volunteers to run things like their book sales and gardens if they have them.

APPROVE FY27 DRAFT BUDGET & APPROPRIATIONS ORDINANCE

Lexie Walsh reminded the Board that the draft budget & appropriations ordinance was the same document that had been reviewed at the two meetings prior.

Deb Dukes made a motion to approve the FY27 draft budget & appropriations ordinance.
Stacy Smith seconded the motion.
Ayes: Pam Tomka, Karen Williams, Stacy Smith, Deb Dukes
Nays: None
The motion passed.

APPROVE DIRECTOR'S FY27 GOALS

Lexie started the conversation by explaining that her goals for this year were going to look lighter than usual as the work necessitated by the long range plan was going to be extremely time-consuming. Her goals were as follows:

1. Review efficiencies of all SaaS (software-as-a-service)
2. Create schedule to review costs & benefits of outside services
3. Identify steps necessary to hold referendum to increase property tax income
4. Create white paper outlining current budget situation
5. Identify 2-4 possible paths forward to achieve a balanced budget

The Board discussed the goals presented and asked follow-up questions.

Karen Williams made a motion to approve the director's FY27 goals.
Pam Tomka seconded the motion.
The motion passed unanimously.

COMMITTEE REPORTS

There were no further committee reports.

WACC REPORT

Stacy Smith reported that Five Points had started a partnership with Washington Community High School to raise funds for new bleachers.

OTHER DISCUSSION

- Deb Dukes pointed out that there was a mistake on the board meeting dates on the library's website. Lexie said she would fix it.
- Stacy Smith asked if they transfer to special reserves had been done this year. Lexie replied that it had not and that she would add it to the agenda for June.

- Stacy Smith gave the Board an update on the ongoing case for eBook legislature change.

PUBLIC COMMENT
There was no public comment.

BOARD COMMENT
There was no board comment.

ADJOURN
Pam Tomka made a motion to adjourn at 7:54 PM
Karen Williams seconded the motion.
The motion passed unanimously.

Ali Schafer (Recording Secretary) Karen Williams (Secretary)