

WELLER PUBLIC LIBRARY BOARD OF TRUSTEES

Minutes March 12, 2025 6:00 pm

**CALL TO ORDER:** By Fred Hamann At 6:02 pm

**TRUSTEES:** Fred Hamann- President 8-29, Katie Gagnon-Vice President 8-27, Rebecca Wilson-Secretary 8-26, Marie Gagnon 8-25, \*Ending Term date after name  
Library Supervisor - Sarah Roberts  
City Council Representative - Jennifer Bishop

Absent: All present

**GUESTS:** None

Minutes: February 2025

Moved to accept by Marie 2nd by, Katie **APPROVED**/REVISED

**OLD BUSINESS:**

- **Grants - Update: See Library Report Feb-March 2025** WSL Teen grant Sarah reported that we are one of five libraries that will receive this grant. The trustees recommend having the students that are applying for the internship write an essay sharing their potential, the how and why they would like this experience. Sarah received a notice from United for Libraries and Penguin Random House that because of the number of applications we will not hear back from them until later in the month. Winans Grant will notify us later in March and the Innovation Grant will notify us March 28, 2025.
- **ADA Compliance** -The painting of the ADA compliant lines will be done in the spring and this will complete the ADA updates.
- **Library Staff Pay - Update:** The pay raise was given but back pay for January was not and Fred will look into this.
- **Building Update**  
**Front Window Repair- Andrew Knee Update** - Marie will follow up.  
**Stained Glass Update-** Katie Gagnon will email us when she receives information.

**NEW BUSINESS:**

- **Selection of Library Trustee - Executive Session** - Fred motioned to accept both Tracy Barron and Shae Evans as Trustees. Tracy will be offered the position starting immediately and complete the term to 2028. Shae will start in August and run her term to 2030. It is recommended that Shae come to meetings as a non voting member until

Marie retires in August. Katie seconded and the motion carried. Fred will talk with Tracy and Shae. (Side Note - from Bylaws - Board of Trustees members will be appointed by City Council)

- **Evaluation of Library Staff** - The Board Chairman of the Trustees is responsible to conduct evaluation of the Library Supervisor. The Library Supervisor is responsible for evaluation of workers. Rebecca will work with Sarah to create an evaluation form.
  - **Review of purchase order forms -ACTION** Fred motioned and Katie seconded for the purchase orders to be approved. The motion carried.
  - **Librarian Report: See Report**
  - **Building Update::** Marie informed the trustees that she and Louie will be finishing the pointing of rocks in the art room this summer. They will also be painting the entry alcove, they have already cleaned it.
  - **Grants for upstairs archival area** - Katie is looking into the possibility of making the upstairs into an archival storage area that could include area partners such as the Waitsburg Times and the Waitsburg Historical Society. She has approached Lane with the Times but has not heard back from her. It was suggested that she could look into archival areas such as Fort Walla Walla, Penrose Library, Whitman College and possibly Dayton Library.
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- **Next Meeting:** April 8, 2025 at 6:00 pm
  - The meeting was adjourned at 7:00pm by Katie Gagnon

Respectfully submitted by Rebecca S. Wilson