

## **Whitman County Library**

### **Board of Trustees Meeting**

Public Meeting at the Colfax Branch of the Whitman County Library

December 16, 2025

**Present:** Heather Lustig, Blaine Golden, Sue Kreikemeier, Steve Greene, Catalina Flores and Christy Hughes.

Chairperson Lustig called the meeting to order at 3:57 pm.

#### **Approval of Consent Agenda**

Minutes of the November meeting and Resolutions 25-29, 25-30, 25-31 and 25-32, 2026 Budget, Accounts Payable, Payroll and 2026 Minimum Wage Increase were approved by a vote of the Board.

#### **Reports**

November financial documents were presented to the board and a brief explanation about them was given. The Finance Manager presented the proposed 2026 budget for final questions and review. The Finance Manager spoke to an increase in minimum wage as well as Washington retirement benefits. The Board voted and approved the budget. The Finance Manager will submit the budget to the County.

The Board briefly discussed options regarding increased wages for branch managers, but needs more legal and financial information before moving forward. The Finance Manager will bring more data to January's meeting for Board review.

The Director reported on library and director activities. Farmington was awarded an Avista NCIF Award to update their HVAC system. This is a huge win for their town! WCL will launch Washington State Library's Certification Portal at the beginning of 2026. This program is free to library patrons for 1 year and includes digital training for certifications in Microsoft Fundamentals, Excel, Intuit, IT Support and more.

The Branch Operations Manager presented branch updates. Director Golden asked about the reduction in Kanopy usage, and encouraged WCL to promote the service more so that patrons can utilize this fantastic resource.

#### **Continuing Business**

The Director re-presented a draft for an updated mission and vision. The Board discussed the current mission and vision, and how to move forward post-pandemic. This discussion will continue in January.

An Annual Employee Review was highlighted. All agreed that establishing an annual review process is necessary going forward.

**New Business**

WCL will launch a public survey during the month of January 2026 to solicit community feedback for an updated mission, vision and strategic plan.

The Library Board will have a vacancy in 2026 following Director Penwell's end of term. WCL is grateful for Director Penwell's service and will recognize her tenure with a plaque of appreciation. WCL will begin advertising the position within the week. To encourage broader representation, individuals from all towns within the district are invited to apply. An applicant progress report will be added to the January 2026 agenda.

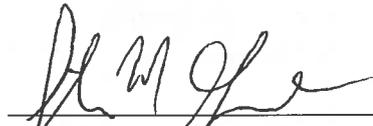
**Adjourn**

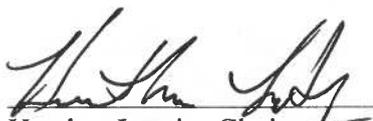
The meeting was adjourned at 5:01 PM by Chairperson Lustig.

**Next Meeting**

February 17

The next regular meeting will be Tuesday, ~~January 20~~, at 4:00 PM at the **Colfax** branch of the Whitman County Library.

  
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Steve Greene, Finance Manager

  
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Heather Lustig, Chair