

Whitman County Library

Board of Trustees Meeting

Public Meeting at the Colfax Branch of the Whitman County Library

November 18, 2025

Present: Heather Lustig, Cindy Alred, Ronda Penwell, Sue Kreikemeier, Steve Greene, Catalina Flores and Christy Hughes.

Chairperson Alred called the meeting to order at 4:01 pm.

Approval of Consent Agenda

Minutes of the October meeting and Resolutions 25-26, 25-27 and 25-28, Accounts Payable, Payroll and Levy Recertification were approved by a vote of the Board.

Reports

October financial documents were presented to the board and a brief explanation about them was given. The Financial Manager presented a 2026 budget with reductions and cuts from last year's budget due to a decreased levy rate of .3963 per \$1,000 of assessed property value. Director Penwell expressed concern about continuing to use some of WCL's reserve funds to balance the budget. The board discussed establishing a plan to halt the depletion of funds once a defined threshold is reached. The board postponed a vote on the budget until the December 16, 2025 meeting.

The Director reported on library and director activities. A written report was also provided to the board. Director Kreikemeier asked about the Director's recommendation to pursue a levy lid lift campaign in 2026. Based upon the advice of Whitman County Elections office, the Director recommended the levy be placed on the November ballot to share the cost rather than fund the entire amount for a special election.

Director Kreikemeier requested more information on a strategic plan launch to coincide with the levy campaign. Cydney Selk – adult services and marketing manager – is working on a public survey to solicit feedback by the end of the year. With this data, the library will perform a SWOT analysis to support strategic planning. The Director presented an updated mission and vision draft for the board's feedback and will deliver a comprehensive plan for the strategic plan's lifecycle at the January 2026 meeting.

The Branch Operations Manager presented branch updates and emailed statistics and library usage due to time constraints.

Continuing Business

The board will discuss increasing wages for branch managers at the next meeting.

New Business

The Branch Operations Manager shared details about the upcoming staff Winter Luncheon.

The Director shared a draft of an Annual Employee Review for the board's consideration. This will be approved in December and implemented in January 2026.

Executive Session

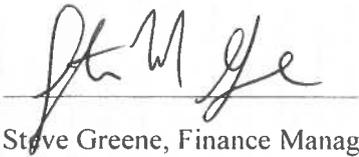
The Board went into an Executive Session at 4:38 PM to discuss a personnel issue.

Adjourn

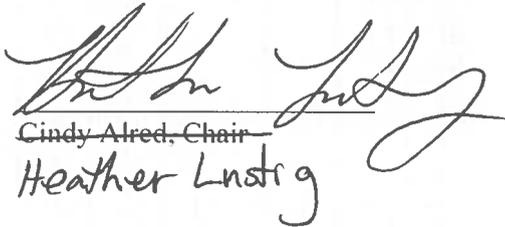
They came back to the regular meeting at 5:15 PM, and the meeting was adjourned at 5:16 PM by Chairperson Alred.

Next Meeting

The next regular meeting will be Tuesday, December 16, at 4:00 PM at the **Colfax** branch of the Whitman County Library.



Steve Greene, Finance Manager



~~Cindy Alred, Chair~~
Heather Lustrig