

Whitman County Library

Board of Trustees Meeting

Public Meeting at the Colfax Branch of the Whitman County Library

January 20, 2026

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

Chairperson Lustig called the meeting to order at 3:59 pm.

Approval of Consent Agenda

Minutes of the December meeting and Resolutions 26-01, 26-02 and 26-03 were approved by a vote of the Board.

Reports

The Director reported on last month's activities, highlighting the Public Survey now available and WCL's upcoming participation in the *One Book, One Coast* program. The Director passed on the gratitude of WCL staff for closing the library December 26-27th. Director Kreikemeier asked if WCL had received any feedback from patrons about the closure. WCL received no feedback, positive or negative. Foot traffic was sparse during the week of December 25th.

December financial documents were presented to the board and a brief explanation about them was given. A resolution to increase the mileage reimbursement rate (26-03) was approved by the Board.

The Branch Operations Manager presented branch updates, and both December and 2026 statistics. The Endicott Branch had a substantial increase in material circulation, and the Board briefly discussed the Endicott city's plans to move Town Hall into the library. There are no concrete plans yet to move forward.

Continuing Business

The Finance Manager presented a pay scale proposal which outlined a pay increase and sliding scale based upon years of service for branch managers, circulation staff and shelvers. The proposal included an updated budget with a 3% cost-of-living adjustment for full-time staff, while remaining under budget for 2026 salaries across all options. The Board unanimously approved to implement the proposed pay scale and 3% COLA. The Board also agreed to revisit the pay scale and COLA annually to stay ahead of WA State minimum wage regulations.

New Business

Colin Haffner submitted a letter of interest and résumé for consideration to join the Board. The Board had plans to interview him after the meeting.

The Board and Director discussed policy adjustments addressing patron identity concealment and phone call harassment. These updated policies will be presented at the February meeting for Board approval. The Board also suggested implementing a formal policy review process. Once the identity concealment and phone call misconduct policies are reestablished, the Director will present policy adjustment recommendations—based on research and precedent—at future meetings for Board consideration and approval. Director Alred recommended that we also look to Asotin Library’s policies for guidance.

The Director requested that the Board reconsider the policy of charging patrons \$1.00 per page for outgoing faxes. As WCL no longer incurs long-distance charges for phone calls, the fee is no longer necessary. The Board unanimously agreed to amend the fax fee schedule (WCL By-Law and Policy Manual section 4.5) to allow outgoing faxes to be sent free of charge. Incoming faxes will continue to be charged at the current copy fee of \$0.15 per page.

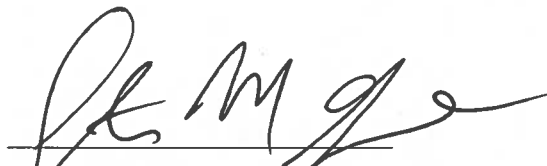
The Director presented a strategic planning schedule for 2026, and will report on the outlined tasks, targets, collected data and deadlines at each meeting going forward.

Adjourn

The meeting was adjourned at 5:14 PM by Chairperson Lustig.

Next Meeting

The next regular meeting will be Tuesday, February 17, at 4:00 PM at the **Colfax** branch of the Whitman County Library.



Steve Greene, Finance Manager



Heather Lustig, Chair