Walworth-Seely Public Library
Meeting Minutes of the Board of Trustees

DATE: Thursday, August 13, 2026
TIME: 6:31 PM
LOCATION: Library Meeting Room

1) Call to Order 6:31 pm

2) Roll Call
1) Library Trustees Present: Drew Britt, Anne Culver, Marissa Strait, Rae-Gina Wescott
2) Library Trustees Absent: Dave Teetsel (excused)
3) Library Staff Present: Director Anne Brown
4) Others Present: Friends of WSPL President Linda Knight, Town Councilman & Liaison to the library Dan Botsford
5) Public Present: none

3) Adoption of current meeting agenda as presented

MOTION: Trustee Culver motioned to adopt the current meeting agenda as presented. Seconded by Trustee Wescott

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

4) Approval of prior meeting minutes:

(1) Approval of prior meeting minutes of July 9, 2026

MOTION: Trustee Wescott motioned to approve the prior meeting minutes of July 9, 2026 as presented. Seconded by Trustee Strait

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

(2) Approval of special meeting minutes of July 27, 2026

MOTION: Trustee Strait motioned to approve the special meeting minutes of July 27, 2026 as presented. Seconded by Trustee Wescott

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

5) Period of Public Expression (limit 5 minutes per speaker) **N/A**

6) Friends of WSPL Liaison Report (Friends' President Linda Knight)

a) The Friends are continuing to scan books and prepare for the upcoming October book sale. Children's books aged out of the library could be used, if available.

7) Town Board Liaison Report (Councilman Dan Botsford)

a) New town board member has been approved and appointed

8) Library Director's Report (Director Anne Brown) see attached

9) Secretary's Report - Correspondence (Trustee Strait) **N/A**

10) Committee Reports:

a) Financial Committee (Finance Officer Trustee Culver)

(1) Presentation of Monthly Budget Summary - Report of receipts, disbursements and bank reconciliations for June 2026

MOTION: Trustee Culver motioned to accept the monthly budget summary report of receipts, disbursements and bank reconciliations for June 2026. Seconded by Trustee Strait

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

(2) Approval of June 2026 vouchers

MOTION: Trustee Culver motioned to approve 23 pre-paid items in the amount of $6,702.70 and 0 pending items for a grand total of items totaling $6,702.70. Seconded by Trustee Strait

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

(3) Presentation of Monthly Budget Summary - Report of receipts, disbursements and bank reconciliations for July 2026

MOTION: Trustee Culver motioned to accept the monthly budget summary report of receipts, disbursements and bank reconciliations for July 2026. Seconded by Trustee Strait

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

(4) Approval of July 2026 vouchers

MOTION: Trustee Culver motioned to approve 31 pre-paid items in the amount of $7,759.25 and 0 pending items for a grand total of items totaling $7,759.25. Seconded by Trustee Strait

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

(4) The next Finance Meeting will be held on September 9th at 2 pm.

b) Policy Committee (Trustee Strait)

(1) Approval of Trustee Bylaws

MOTION: Trustee Culver motioned to approve the Volunteer Policy as presented. Seconded by Trustee Wescott

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

c) Personnel Committee (Trustee Teetsel)

1) Part Time Clerk Van De Walle has turned in her resignation effective August 22, 2026.
2) Approval to post and canvas for a part time clerk position, specifically for evening and Saturday rotation if vacant shifts cannot be picked up by current staff.

MOTION: Trustee Strait motioned to approve the posting of a part time clerk position for evening shifts and Saturday rotations if vacant shifts cannot be picked up by current staff. Seconded by Trustee Wescott

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

d) Strategic Planning Committee (Trustee Britt)

e) Sustainable Funding Committee (Trustee Teetsel)

(1) Petition signatures were approved at the Special Meeting on July 27th and submitted to the Town Clerk for certification. Clerk Seppeler has sent them to the Wayne County Board of Elections and we are waiting to hear back for their approval.

f) Community Relationships & Engagement

11) Old Business

(1) Approval of the OWWL Library System 2027-2031 Direct Access Plan

MOTION: Trustee Culver moves to approve the OWWL Library System 2027–2031 Direct Access Plan as a required component of the OWWL Library System 2027–2031 Plan of Service, pursuant to Commissioner's Regulation §90.3, which requires approval by a majority of member library boards before the plan may be submitted to the New York State Education Department, and directs the Board President to sign the Direct Access Plan Statement of Agreement and to forward a copy of these minutes and the agreement form to the OWWL Library System Executive Director. Seconded by Trustee Wescott.

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

12) New Business

13) Adjournment

MOTION: Trustee Culver motioned to adjourn the meeting at 7:06 pm. Seconded by Trustee Wescott

Yes: 4/5 Trustee Britt, Trustee Culver, Trustee Strait, Trustee Wescott
No: 0

The next regular Board Meeting will be Thursday, September 10, 2026 at 6:30 pm.