

Walworth-Seely Public Library
PROPOSED Meeting Agenda of the Board of Trustees

DATE: Thursday, April 9, 2026

TIME: 6:30 PM

LOCATION: Library Meeting Room

- 1) Call to Order: Meeting called to order 6:32 pm by President Drew Britt
- 2) Roll Call
 - i. Library Trustees Present: President Drew Britt, Vice President Dave Teetsel, Secretary Marissa Strait, Trustee Rae-Gina Wescott
 - ii. Library Trustees Excused: Finance Officer Anne Culver
 - iii. Library Staff Present: Director Brown
 - iv. Others Present: Friends of WSPL President Linda Knight
 - v. Others Present: Town councilman & Liaison to the Library Dan Botsford
- 3) Adoption of current meeting agenda as presented

MOTION: Trustee Teetsel motioned to adopt the current meeting agenda as presented. Seconded by Trustee Strait

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- 4) Approval of prior meeting minutes:

- (1) Approval of prior meeting minutes of March 12, 2026

MOTION: Trustee Strait motioned to approve the prior meeting minutes of February 2026 as presented. Seconded by Trustee Teetsel

YES: 4/5 Trustee Britt, Trustee Teetsel, 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)
 - i. Friends of WSPL spring library book sale is next week. Set up for the sale will begin on Monday.
- 7) Town Board Liaison Report (Councilman Dan Botsford)
 - i. Town board approved the board's recommendation for Trustee Rae-Gina Wescott and Rae-Gina was sworn in.
- 8) Library Director's Report (Director Anne Brown) see attached
- 9) Secretary's Report - Correspondence (Trustee Strait) N/A
- 0) Committee Reports:
 - a) Financial Committee (Finance Officer Trustee Culver) N/A

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

MOTION: Trustee Teetsel motioned to accept the monthly budget summary report of receipts, disbursements and bank reconciliations for March 2026.

Seconded by Trustee Strait

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- (2) Approval of March 2026 vouchers

MOTION: Trustee Teetsel motioned to approve 23 pre-paid items in the amount of \$7,488.13 and 0 pending items for a grand total of 23 items totaling \$7,488.13. Seconded by Trustee Strait

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- (4) Approval to pay the 2025 Tax Prep & Filing to Heveron & Company in the amount of \$5,575.00.

MOTION: Trustee Teetsel motioned to approve the payment of the 2025 Tax Prep & Filing to Heveron & Company in the amount of \$5,575.00. Seconded by Trustee Strait

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- (5) Approval to pay the library's 2026 portion of the NYSLRS bill to the Town of Walworth in the amount of \$19,367.68.

MOTION: Trustee Strait motioned to approve the payment of the 2026 NYSLRS bill to the Town of Walworth in the amount of \$19,367.68. Seconded by Trustee Teetsel

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- (6) Approval to close all remaining bank accounts at Citizens.

MOTION: Trustee Teetsel motioned to close all bank accounts located at Citizens Bank. Seconded by Trustee Wescott

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

- (7) Approval for Director Brown to establish a library credit card through Lyons National Bank.

MOTION: Trustee Teetsel motioned to establish a library credit card for Director use through Lyons National Bank. Seconded by Trustee Strait
YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott
NO: 0

(8) Treasurer Role discussion

i. Tabled until review of Treasurer Job Duties completed

(9) The next Finance Meeting will be held on Friday, May 8, 2026 at 1:00 pm.

b) Policy Committee (Trustee Strait) – Tabled for May meeting

(1) Hot Spot issue

c) Personnel Committee (Trustee Teetsel)

(1) Clerk Nate Amish has resigned effective 4/7/2026. We wish him all the best.

d) Strategic Planning Committee (Trustee Britt) N/A Next review scheduled for June

e) Sustainable Funding Committee (Trustee Teetsel)

i. Sustainable Funding Committee needs to be added to the bylaws

(1) 2027 Budget Proposal will need to be decided by the May meeting

f) Community Relationships & Engagement

i. Community Relationships & Engagement Committee needs to be added to the bylaws

11) Old Business N/A

12) New Business

(1) Copier Quotes

i. Director Brown has a quote from Toshiba. Per policy Director Brown will seek out 3 quotes to determine best option for copier replacement.

(2) Approval of 2025 Annual Report to NYS

MOTION: Trustee motioned to approve the 2024 Annual Report to NYS as presented. Seconded by Trustee.

Tabled for May meeting

13) Adjournment

MOTION: Trustee Teetsel motioned to adjourn the meeting at 7:24 pm.

Seconded by Trustee Wescott

YES: 4/5 Trustee Britt, Trustee Teetsel, Trustee Strait, Trustee Wescott

NO: 0

IMPORTANT DATES:

- The next Finance Committee meeting will be held on Friday May 8th at 1:00 pm.

The next regular Board Meeting will be Thursday, May 14, 2026 at 6:30 pm.