



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

DATE: Thursday, January 22, 2026  
TIME: 6:30 PM  
LOCATION: Library Meeting Room

- 1) Call to Order: Meeting called to order at 6:30 pm by Secretary Drew Britt
- 2) Roll Call
  - (1) Library Trustees Present: Secretary Drew Britt, Trustee Anne Culver, Trustee Marissa Strait
  - (2) Library Trustees Excused: Vice President Dave Teetsel
  - (3) Library Staff Present: Director Anne Brown
  - (4) Others Present: Friends of WSPL President Linda Knight
  - (5) Others Absent: Town Councilman & Liaison to the Library Dan Botsford
  - (6) 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 Strait**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**  
**NO:0**

- 4) Approval of prior meeting minutes:
  - (1) Approval of prior meeting minutes of December 11, 2025

**MOTION: Trustee Strait motioned to approve the prior meeting minutes of December 11, 2025 as presented. Seconded by Trustee Culver.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**  
**NO:0**

- 5) Period of Public Expression (limit 5 minutes per speaker) N/A
- 6) Friends of WSPL Report (Friends' President Linda Knight)
  - (1) Joint meeting will be rescheduled for Thursday, February 2, 2026 at 2:30 pm. The MOU will be signed at this meeting.
  - (2) Scanning books from previous sale is currently on pause due to weather that makes trips to the shed difficult.
  - (3) Friends Treasurer Villanova discovered that a check written to and dropped off at the library has not been cleared. Friends President Knight



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will get the details of the check to Director Brown so that she can investigate.

- 7) Town Board Liaison Report (Councilman Dan Botsford) N/A
- 8) Library Director's Report (Director Anne Brown) See Attached
- 9) Secretary's Report - Correspondence (Trustee Britt) 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 December 2025

*Tabled until February meeting – Finance Committee was unable to meet in January to review the financial documents*

- (2) Approval of December 2025 vouchers

*Tabled until February meeting – Finance Committee was unable to meet in January to review the financial documents*

- (3) Approval to pay Selective Insurance invoice in the amount of \$2,950.51 for commercial package insurance policy

**MOTION: Trustee Culver motioned to approve the payment of the Selective Insurance bill in the amount of \$2,950.51. Seconded by Trustee Britt.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

- (6) Approval for Director Brown to sign the Engagement Letter with Heveron & Co. CPA to review 2025 finances and complete the library's 990 tax form

**MOTION: Trustee Culver motioned to approve Director Brown to sign the Engagement Letter with Heveron & Co. CPA to review 2025 finances and complete the library's 990 tax form. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**



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- (7) Approval to remove Jessica Vance as a signer for all Lyons National Bank and Citizens bank accounts.

**MOTION: Trustee Culver motioned to remove Jessica Vance as a signer for all Lyons National Bank and Citizens bank accounts. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

- (7) The next Finance Meeting will be scheduled in early February based on the availability of Trustee Culver, Trustee Strait, and Bookkeeper DiPaul. This will include a bi-annual audit and requires 1 trustee who is not normally part of the Finance Committee to participate.

b) Policy Committee (Trustee Strait)

- (1) Legal updates for the Employee Handbook have been received

- (2) Conflict of Interest/Whistleblower Policy Signatures were collected from Trustee Britt, Trustee Culver, and Trustee Strait. Trustee Teetsel will sign his at the next board meeting or before.

c) Personnel Committee (Trustee Teetsel)

- (1) Accept the resignation of Megan McLaughlin as Interim Library Manager

**MOTION: Trustee Britt motioned to accept the resignation of Megan McLaughlin as Interim Library Manager. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

d) Strategic Planning Committee (Trustee Britt)

e) Sustainable Funding Committee

f) Nominating Committee

- (1) Officer Elections

- (i) President - Drew Britt

**MOTION: Trustee Culver motioned to elect Trustee Britt as President. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**



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(ii) Vice President – Dave Teetsel

**MOTION: Trustee Strait motioned to elect Trustee Teetsel as Vice President. Seconded by Trustee Britt.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

(iii) Secretary – Marissa Strait

**MOTION: Trustee Culver motioned to elect Trustee Strait as Secretary. Seconded by Trustee Britt.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

(iv) Finance Officer – Anne Culver

**MOTION: Trustee Britt motioned to elect Trustee Culver as Finance Officer. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

11) Old Business

12) New Business

(1) Approval of 2025 FFRPL Grant Report

**MOTION: Trustee Culver motioned to approve for submission the 2025 FFRPL Grant Report as presented by Director Brown. Seconded by Trustee Strait.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

(2) Approval to opt-in to participating in advocacy letters initiated by the OWWL Library System

**MOTION: Trustee Strait motioned to opt-in to participating in advocacy letters initiated by the OWWL Library System in 2026. Seconded by Trustee Culver.**

**YES: 3/5 Trustee Britt, Trustee Culver, Trustee Strait**

**NO:0**

13) Adjournment



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**MOTION:** Trustee Culver motioned to adjourn the meeting at 7:24 pm. Seconded by Trustee Strait.

**YES:** 3/5 Trustee Britt, Trustee Culver, Trustee Strait

**NO:** 0

**IMPORTANT DATES:**

- The library will be closed for Presidents Day on *Monday, February 17*.
- The February Finance Committee meeting will be held on February 6, 2026 at 1:00 pm. We will need an additional trustee to attend for the completion of the bi-annual audit.

**The next regular Board Meeting will be Thursday, February 12, 2026 at 6:30 pm.**