



Walworth-Seely Public Library
Meeting Minutes of the Board of Trustees
March 2026

DATE: Thursday, March 12, 2026
TIME: 6:38 PM
LOCATION: Library Meeting Room

1) Call to Order

Members of the public present:

- Dan Botsford (Town Board Liaison)
- Rae Gina Wescott (Trustee Applicant)
- Ron Kirsop (OWWL Executive Director)
- Linda Knight (Friends of WSPL President)

2) **Library Board Roll Call:**

- Anne Culver
- Drew Britt
- Marissa Strait
- Anne Brown (Library Director)

Absent: Dave Teetsel (excused)

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 Britt, Strait, Culver

NO: 0

4) Approval of prior meeting minutes:

(1) Approval of prior meeting minutes of February 12, 2026

MOTION: Trustee Strait motioned to approve the prior meeting minutes of February 12th, 2026 as presented. Seconded by Trustee Culver

YES: 3/5 Britt, Strait, Culver

NO: 0

5) Period of Public Expression (limit 5 minutes per speaker)



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- (1) Introduction of Trustee Candidates: Candidate Rae-Gina Wescott present and took a few minutes to give a quick introduction to herself and express her interest in the position
- (2) Ron Kirsop gave brief statement on the good work the board and library is doing

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

- Gave thanks for the book sale signage being displayed and posted on social media.
- Scanned and shipped off leftovers from the last sale
- Brought up concerns to Town Board member Dan Botsford regarding snowmobile usage in trailed areas and wants signage posted for clarity. Dan agreed to discuss with local Webster snowmobile club members.

(1) 2026 Memorandum of Understanding

Linda stated this needs to be reviewed further but all were fine with it being approved now.

MOTION: Trustee Culver motioned to approve and sign the 2026 Friends of WSPL MOU as presented. Seconded by Trustee Strait

YES: 3/5 Britt, Strait, Culver

NO: 0

(2) 2026 Wish List draft

MOTION: Trustee Strait motioned to approve the 2026 Friends Wish List as presented. Seconded by Trustee Culver

7) Town Board Liaison Report (Councilman Dan Botsford)

- Anne Culver's new term has been approved
- Received and read over the Library's by-laws and charter

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

9) Secretary's Report - Correspondence (Trustee Strait)

10) Committee Reports:

- a) Financial Committee (Finance Officer Trustee Culver)



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

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

YES: 3/5 Britt, Strait, Culver

NO: 0

- (2) Approval of February 2026 vouchers

MOTION: Trustee Culver motioned to approve 19 pre-paid items in the amount of \$3,062.74 and 0 pending items for a grand total of 19 items totaling \$3,062.74. Seconded by Trustee Strait

YES: 3/5 Britt, Strait, Culver

NO: 0

- (4) The next Finance Meeting will be held on Wednesday, April 8, 2026 at 1:00 pm.

- b) Policy Committee (Trustee Strait)

- (1) Approval of Employee Handbook Updates

MOTION: Trustee Strait motioned to approve the WSPL Employee Handbook updates as presented, with the exception of the AI policy which is tabled for future discussion. Seconded by Trustee Culver

YES: 3/5 Britt, Strait, Culver

NO: 0

- c) Personnel Committee (Trustee Teetsel)

- (1) Director Brown has approved a leave of absence for a staff member effective 2/19/2026. Their essential job duties are being temporarily delegated to other staff.

- d) Strategic Planning Committee (Trustee Britt)



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- e) Sustainable Funding Committee (Trustee Teetsel)
- f) Community Relationships & Engagement

11) Old Business

12) New Business

- (1) Treasurer Role – trustee training session led by Ron Kirsop, Executive Director of OWWL Library System

MOTION: Trustee Britt motioned to A) inspect and audit the board’s current financial process B) explore potential hiring for the treasurer position with job description furnished by Ron Kirsop, if deemed necessary by the board after review process. Seconded by Trustee Strait

YES: 3/5 Britt, Strait, Culver

NO: 0

- (2) Trustee Candidate recommendation to Town Board for appointment

MOTION: Trustee Britt motioned to go into an executive session at 7:05 pm for the purpose of discussing the decision on Trustee applicants to fill the current vacancy. Trustee Britt invited Director Anne Brown and Ron Kirsop into the executive session. Seconded by Trustee Strait

YES: 3/5 Britt, Strait, Culver

NO: 0

Motion: Trustee Britt motioned to end executive session at 7:50 pm following a period of discussion. Seconded by Strait

YES: 3/5 Britt, Strait, Culver

NO: 0

MOTION: Trustee Britt motioned to recommend Rae-Gina Wescott to the Town Board for appointment to the library board to fill a vacancy for the term lasting from 1/1/2024 through 12/31/2028. Seconded by Trustee Strait

YES: 3/5 Britt, Strait, Culver



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NO: 0

13) Adjournment

**MOTION: Trustee Strait motioned to adjourn the meeting at 8:28 pm.
Seconded by Trustee Culver**

YES: 3/5 Britt, Strait, Culver

NO: 0

IMPORTANT DATES:

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

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