

WINCHESTER PUBLIC LIBRARY
Board of Trustees Meeting Minutes
July 2026

Call to Order (Gina) 6:00pm

Public Comments- None

Board Members Present- Andie Fundal, John Coonrod, Shannon Killday, Gina Glossop, Merrilyn Fedder, Sheryl Roberts. Alice Ballard

Reading of the Minutes- A motion was made to approve the minutes of the last meeting by Sheryl and seconded by Shannon. The motion carried.

Financial Report- May the 1st started the new fiscal year. A motion was made to approve the financial report by Shannon and seconded by John. The motion carried.

Librarian's Report- Jeanette went over her report and library receipts.

Committee Reports
Building and Grounds



Basement The city did not come or get ahold of Gina during the week of city wide clean up. There were several items in the basement that needed to go because of mold, etc. The basement has a crawl space that is not easily accessible and that is where the mold is a major problem. Then it filters into the rest of the basement. It was suggested that Jeanette could possibly find a grant to alleviate this problem or the city might be able to fix the issue. We need a trash bin outside the library so the weekly trash can go in there and not on the steps leading down to the basement. There is nowhere for the trash to go until Allie Mitchell takes it on Thursday when she cleans. The areas before you get to the stairs, the actual stairs, and the landing by the side door needs to be free of all objects and debris. It is a big fire hazard. If we were to get inspected by the state fire marshall we would

fail. Jeanette will contact the city about possibly getting a container for trash with whoever the city has GFL? J&J? The trash pickup can be on the pickup schedule the same as the city.

Parking There is a resident that constantly parks their car in the space for library patron parking during library hours. She has been asked not to park there by Jeanette and the city Police several times. The board would like to look into a new sign that could possibly say No Parking, Library Parking only. The library has several events in the evening and we need all the parking spots we can get. Right now the sign says No Parking During Library Hours.

Policy and Personnel

Grants

Per Capita/Equalization Award Letter The library has not received the check for the per Capita grant yet. The grant with the equalizer will amount to ~\$6,000 when received. The grant will not be enough to keep Kaitlyn employed without extra funds. With the grants we are able to pay Kaitlyn \$833.33 up to November. The board will discuss using Carnegie funds to pay her at the November board meeting.

Programs & Events

Summer Reading- Summer reading has one more Tuesday. Jeanette consistently had around 17 children weekly. The Fire and Ice lady came and presented a wonderful program that the kids loved. It was very engaging and a lot of science experiments.

Seed library- The seed library is up and running. The idea is to take some seeds to grow, grow them, and bring some of the seeds back to be placed in the seed library. There is a native plant lady that comes to the Winchester Museum and is actively involved with planting and taking care of the native plants. It was suggested we might be able to get her to come to the library and do a program for adults to go along with our seed library.

Correspondence

Computers

Old Business-

Library Board Succession Plan- John looked over the Library Succession Plan and it is appropriate. Any librarian the board approves can step in and take over duties for the librarian if she needs to be gone short/long term. November 1st will be the deadline for Jeanette to get a binder ready in case it is needed with all the information to run the library in case of her absence.

Board Member Training: iLead- Jeanette needs the board to come in and complete the iLead training on the computer by August 31. This must be done in compliance with the per capita grant.

New Board Member Discussion- A motion was made by Alice to nominate Dr. Robert Seufert as a new board member and it was seconded by Shannon. The motion was passed.

New Business- The board had questions about who should pay for the repairs done to the building. What is the city's responsibility here at the library?

Executive Session- None

Adjourned- 7:13