



BOARD OF TRUSTEES MINUTES November 2025

A regular meeting of the East Adams Library District (Ritzville Library District #2) was called to order by President Amy Wellsandt November 20th at 5:05 p.m. Members in attendance were: Amy Wellsandt, Morgane Plager Roth, Maria Greenwalt, Hollie Banner, and Director Millie Hopkins. No guests were present.

Maria moved and Hollie seconded to approve the October Minutes with the amendment to strike "Marecz" and add "LaTour." Motion passed by voice vote.

Morgane moved and Hollie seconded to pass the Consent Agenda of \$31,037.40. Motion passed by voice vote, after discussion.

Millie presented the Director's Report. She will call Phil Peterson about a roof drain check for the winter. Kyser will install the bathroom drain pump on December 9th and the library will be closed that day. The fence in the Learning Garden is installed. The fireboard has been installed in the basement for the internet installation completion. There is approximately \$4,000 left in the library bus grant. Discussion occurred on hiring Nathan Hopkins to do work on the bus at \$20/hour, the board stressed the importance of documentation for that work. The Youth Room has completed genrefication. Megan Wills has had a busy month visiting schools and settling into regular school visits.

The library received a public records request inquiring about the Director's salary on November 19th. The staff will have a Secret Santa on December 4th at 9am. Christmas at the Carnegie is December 5th and the Bazaar is on the 6th. The Carnegie grant of \$10,000 will be put toward the bus wrap. The 2023 Annual Report is complete and submitted.

As of October 26th, the IMLS funding is secure through September of 2026. Discussion occurred on staff youth activities ensuring that there are no cancellations of activities that occur and that contingency plans are in place for illness or absences. Work from home was discussed, Millie stated that it only happens every couple of months. Discussion occurred on management and planning for 2026. The Director's Annual Review will occur in February.

Amy suggested a consortium for library tech with the other Wheatland libraries.

Morgane moved and Maria seconded to accept the 2026 Budget of \$399,592.50 as presented. Discussion occurred and motion passed by voice vote.

Maria moved and Morgane seconded to pass the levy Ordinance Resolution #2025-03 motion passed by voice vote.

Board member Kelley Kiesz resigned October 30th due to schedule conflicts.

The application from Nathaneil Christman to join the board was read. Morgane moved and Hollie seconded to accept the application. Motion passed by voice vote.

Amy closed the meeting at 6:54.

Respectfully Submitted;

Morgane Plager Roth
12/18/2025