

**Washburn Public Library Board
Meeting Minutes
November 25th, 2025**

Present: Katrina Winterberg, Kari Goos, Jeramie Tolbert-board members, Kandi Shape-Library Director, and one member of the public

The meeting was called to order by Katrina Winterberg at 7:12 pm.

Jeramie moved to approve the agenda. Kari seconded the motion. The motion passed.

There were no public comments.

Kari moved to approve the 8/26/25 meeting minutes. Jeramie seconded the motion. The motion passed.

Jeramie moved to approve the quarterly financial report. Kari seconded the motion. The motion passed.

Kandi gave the librarian's report. She continues to attend monthly MMRL and CDLN meetings. The adult book club continues to meet monthly and had a potluck at Veterans Park 9/17/25. The Plant Swap held 9/20/25 raised \$210. Kandi went to the NDLA conference 10/1-3/25 in Grand Forks and attended multiple sessions regarding programming ideas, public speaking and legislative updates. She toured the Grand Forks Public Library (which has a slide!), had lunch with ND Governor Kelly Armstrong and heard keynote speeches from authors Laura Numeroff, Denise Lajimodiere, Abby Jiminez, Molly Yeh, Neal Shusterman and RL Stine. The weekly children's storytime 'Puppy Tales with Ichabod' started 10/13/25 with McLean Family Resource Center Executive Director Dr. Lisa Gusewelle hosting 10/27/25 and a special Veterans Day presentation hosted by Daryl Metzger 11/10/25. WPL participated in the Candy Caravan 10/31/25 with 468 people in attendance. The HALLOWEEN event at the Memorial Hall 10/31/25 had 75 people in attendance and included a haunted hallway, scavenger hunt and movies with popcorn and lemonade. The 2024 City of Washburn audit is being conducted by the ND State Auditor's office. Library property updates include the alley light being fixed (last spring), the alley facing walls finished being primed and painted so that the mural can be completed, a new deck, new parking lot gravel, a water hookup for the alley garden and indoor light bulbs being replaced. Upcoming events include Santa Day (Mrs. Claus Storytime) 12/6/25, Book Art X-Mas Craft 12/13/25 and ND Library Joy Week 2/1-7/26 culminating in Take Your Child to the Library Day 2/7/26.

The basement backup issues are still being readdressed by the city. There continues to be water in the basement when it rains and the city added an extra dehumidifier in the basement. An update will be given at the February 24th, 2026, board meeting.

Due to Katrina having a conflict of interest, Morgan helped interview for the assistant librarian position. Kandi hired Besi Wilson. No action was needed.

The Library Director and assistants yearly wage performance review evaluations were discussed. Kari moved to implement a 4% cost of living raise effective 1/1/26. Jeramie seconded the motion. The

motion passed.

Katrina moved to acknowledge Keith Hapip, Jr. to replace Miranda Harvey as the city commission representative on the library board. Kari seconded the motion. The motion passed.

The Small Business Saturday Craft & Vendor Show is 11/29/25 from 10 am-3 pm. Kari will help Kandi set up on 11/26/25 and Kari can clean up after the event. No action was needed.

Jeramie moved for Kandi to submit an application for the 2026 Dollar General Summer Reading Program grant that opens in January 2026. Katrina seconded the motion. The motion passed.

The next regularly scheduled quarterly library board meeting will be held Tuesday, February 24th, 2026, at 7 pm.

Katrina adjourned the meeting at 8:06 pm.