



Board of Directors Meeting Minutes

November 5, 2025

Zoom Online Meeting Room

President Rickey Barnett welcomed the team and called the meeting to order at 3:04 PM. Also attending were Carolyn Logue, Ahniwa Ferrari, Craig Seasholes, Crystal Hicks, Elizabeth Roberts, Erin Atwater, Eryn Duffee, Elizabeth Mills, Kiersten Nelson, Linda Keys, Rob Mead, Sara Jones, Shawn Schollmeyer, Tien Triggs, Sarah Logan; staff Darion Lespier-Greaves and Liz Truong (8 of 9 voting, quorum was reached).

Not attending: Gavin Downing, Ellen Perleberg

Consent Agenda – leadership reports and dashboard approved as provided

Approval of Minutes – August regular Board meeting minutes, August special Board meeting minutes, September special Board meeting minutes (September 11, 16, and 23) was approved as amended.

Amendment to August 7, 2025, Minutes: An update was made to clarify that the Primary Source reduced staffing plan was presented to the Board but was neither confirmed nor sent as a follow-up. Kate stated that a contract termination notice, with a 45-day lead time, would be issued the following Monday. Following the presentation, the Board entered executive session to discuss next steps.

Treasurer's report

Rob reported that total expenses are currently at \$365,000, with a projected year-end deficit of around \$100,000. Conference costs are a major concern, and new management plans to cut expenses next year while maintaining member value. The goal is to reach a balanced budget within two years.

Additionally, recent changes to state sales tax laws will impact nonprofits hosting educational events. Sales tax will now apply to conference fees and will be passed on to attendees.

Legislative Report

Carolyn reported that Washington is in a short legislative session with no signs of extension. The main goals are budget-related and protecting libraries, with a potential \$1–2 million budget ask. Lawmakers are trying to limit bills that would increase spending. A sales tax bill affecting live educational presentations is in play. The Governor’s budget will be released in December, followed by a February forecast and reconciliation process.

WLA is collaborating on digital book licensing, similar to Connecticut’s model.

State Library Report

Sara Jones reported that the federal funding for the State Library is secure through September 2026, but state-level support is uncertain. A previous request for supplemental funding may not be approved, and recent layoffs have already taken place. The Governor’s budget is still in development, with no clear indication of relief; if included, any relief funds would go toward programs, freeing up existing state library funds for restoration efforts.

Additionally, Sara has announced plans to retire in summer 2026.

ALA Report

Staff shared the ALA report by relaying a communication from ALA highlighting staffing reduction.

There was discussion about the fact that many WLA members are not also members of ALA, likely due to cost. The group acknowledged that support may be needed to help boost ALA membership.

Executive Director Report

A poll will be sent out to schedule the upcoming strategic planning session. WLA is exploring a website change, with a proposal coming to the Board. The new site would carry a \$10,000 one-time fee which could be split over two years depending on cash flow. This would replace the current \$7,000 annual cost for MemberClicks (MC). Constant Contact would be used as the communication tool and would be rolled into AMI’s enterprise account.

WLA plans to cancel MC, which requires a 90-day notice. An extension will be requested to meet that window, as typically allowed. A task force of up to three people from across the organization will be formed to provide feedback on the website project, which is expected to take about two months. The new site will use WordPress, integrate with QuickBooks for dues, and include committee and member-only pages. AMI has an in-house web team to support the build.

Motion: A motion was approved to transition away from MemberClicks and toward the proposed platform by the WLA office. The motion also authorized issuing the required 90-day cancellation notice to MemberClicks.

ALD Conference financials are currently looking positive. Final facility rental and catering invoices have been received, and we're awaiting October transactions from previous management for any remaining miscellaneous expenses. Based on estimated budgeted costs, the current balance is \$3,025.88; without those estimates, it stands at \$6,175.88. Final registration totaled 56 attendees—52 in person and 4 virtual—with 48 speakers participating. Darion will confirm whether the revenue from the conference will be allocated directly to ALD or included in WLA's overall revenues.

Old Business:

- Signatories Motion: A motion was approved to remove Ainsley Nobara and Kate Laughlin as bank signatories, and to add Secretary Lianna Colligne, Treasurer Rob Mead, and President Rickey Barnett as authorized signatories.

New Business:

- Bank Change Motion: A motion was approved to change WLA's banking institution from Chase to Columbia/Umpqua Bank. It was noted that there are better investment account opportunities through AML's enterprise banking relationship and Chase does not support ACH transactions needed.
- Level of Support for Joint Conference: A discussion about WLA potentially exhibiting or sponsoring at the Spokane conference, scheduled for October 7–11, 2026. She will provide additional details on what the proposed support would include if approved. The topic will be revisited in December once there is a clearer understanding of the annual budget.
- WLA Store: A discussion about adding a new design to the WLA store for member purchase. The Board noted there is no existing documentation or process for managing store content. Staff confirmed access to the store but stated that formal processes will need to be developed. Concerns were raised about the current print-on-demand provider due to dissatisfaction with product quality. Staff will research and present alternative vendors. The Board also discussed involving relevant committees—particularly Advocacy and Marketing—in the design and approval process. Staff will lead efforts to establish a workflow that includes MarCom, Advocacy, and Board input. Motion: A motion was approved to have Staff transition WLA to a new print-on-demand provider for the WLA store.

- Awards Committee Rubrics: Sarah Logan shared newly developed award rubrics and requested individual review and feedback from Board members. She also plans to share recent survey outcomes to help AMI evaluate and recommend a more suitable platform and structure for future surveys, moving away from Google Forms.
- WLA Conference: Shawn reported on the initial planning meeting for the 2026 conference in Yakima. The group began developing themes, exploring local partnerships, and considering a bilingual component. Cost-saving strategies were also discussed, including hosting off-site activities to reduce facility rental and food & beverage charges at the conference center. Zinia and Annie Downey, serving as conference committee chairs, are seeking guidance from the WLA office and Board regarding expectations for planning logistics and operations. Darion confirmed that the WLA office is in active communication and expects to finalize major conference contracts and details by the December strategic planning session.
- Grants and Partnerships: Rob reported that the current focus is on pursuing grants for smaller, targeted projects rather than seeking large-scale funding to cover broader budget gaps.

Action Items

- Staff to determine where Joint Conference revenues go toward general WLA fund or ALD fund specifically.
- Staff to provide print on demand options for WLA store.
- Staff to move forward with cancelling MemberClicks contract and provide proposal for new website build project.
- Staff to move forward with switching banks and transferring funds from Chase account.

The meeting was adjourned at 5:02pm. Next meeting February 4, 2026.