Wall Community Library Board of Trustees
Special Board Meeting MINUTES
Aug. 26, 2026, at 5:15 am
WALL COMMUNITY LIBRARY

1. Call to Order at 5:15
2. Roll call: Jamy, Stuart, Krystle and Jody
3. Phone call/remote participation: none
4. Conflict of Interest/Abstain from voting: none
5. Changes/additions to the Agenda and Approve Agenda: yes, see below. **Motion passed, all in favor.**
6. Executive Session: none
7. Action following Executive Session: none
8. Library Director, Ester, is on leave and return date is not set:
    a. Assistant Librarian, Gretchen, can cover during her absence and is checking emails.
    b. Discussion about whether Ester needs to check emails from home. After discussion the board wants Ester to be able to focus on healing up, and will not have her check the emails. Instead, Krystle will set an automatic reply message on the emails to call if there is an urgent need and that there may be a delay in email responses. Krystle can monitor emails remotely if needed. Motion by Jamy with a second by Krystle. **Motion passed, all in favor.**
    c. Group discussion about transport of books to and from Wall to RC Public Library. Currently none of the board members have a key. A motion was made for the Board President to have a key, which can be loaned out to other Board members, if necessary, for library business. Motion by Krystle with a second by Stuart. **Motion passed, all in favor.**
9. Vote on changes to the updated policies:
    a. Introduction and Brief History: Assigned to Ester, tabled in her absence.
    b. Collection Policy: Assigned to Ester, tabled in her absence.
    c. Child Safety Policy: Edited version reviewed and discussed. A motion to approve this policy was made by Stuart with a second by Krystle. **Motion passed, all in favor.**
    d. Behavior and Conduct Policy: Edited version reviewed and discussed. A motion to approve this policy was made by Krystle with a second by Stuart. **Motion passed, all in favor.**
    e. Computer/Internet Use Policy: Edited version reviewed and discussed. A motion to approve this policy, with an edit regarding the per page cost of copies. Motion was made by Jody with a second by Jamy. **Motion passed, all in favor.**
    f. Youth Protection and Materials Access Policy: Edited version reviewed and discussed. A motion to approve this policy was made by Stuart with a second by Jody. **Motion passed, all in favor.**
10. Review remaining policies in Policy Manual and determine updates/changes
    a. Inter-Library Loan Policy: Assigned to Ester, tabled in her absence
    b. Library Use Policy – See item 10.c.i - Tabled
    c. Resident and Non-Resident Library Use Policy– See item 10.c.i - Tabled
        i. Group discussion about our “legal service area” as referenced on page four of the current policy conflicts with our residents and non-residents as defined on page 21. Group discussed a tiered approach for issuance of “temporary” library cards for people outside service area. Tiers could have different pricing (per year or flat rate)

and limitations on books that can be borrowed. These two policies were tabled as Board members want to look at other libraries, and how they handle this issue.

   d. Social Media Policy: Policy reviewed, changes requested, no motion.
   e. Staff Regulations - Tabled
   f. Technology Plan (public facing) - Tabled
   g. Volunteer Program Policy- Tabled
   h. Volunteer Application Form- Tabled
   i. Virtual Meetings Policy - Tabled
   j. Technology Plan (internal) - Tabled

11. Assembly of orientation packets for new & existing board members & library employees - Tabled
12. Set special meeting for review of and update of updates/changes to remaining policies, Trustee Bylaws, Strategic Plan, and set Mission Statement
13. Other Items for discussion: Once all the policies have been reviewed, we will have a Board member combine them into one document, consistent formatting, use of acronyms and references will be set. Referenced policies within another policy will be italicized for clarity. Once this is done, the Board will have two readings of the complete policy manual, at separate meetings. No motion.
14. Executive Session: none
15. Action following Executive Session: none
16. NEXT MEETING:
   a. The next Quarterly Board Meeting is scheduled for Wednesday, October 21, 2026, at 5:15 p.m. at the Library
   b. Special meeting set to continue review of and update of updates/changes to remaining policies, Trustee Bylaws, Strategic Plan, and set Mission Statement is scheduled for September 23, 2026 at 5:15 p.m. at the Library.
17. Adjourn meeting: Motion to adjourn at 7:00 by Jody with a second by Krystle. **Motion passed, all in favor.**