

Kent County Public Library Board of Trustees

Board Meeting Minutes of: January 7th, 2026

Call to Order

Present:

Rachel Durso, President; **John Murphy**, Treasurer; **Deborah Westerland**, Secretary; **Clara Rankin**, Trustee; **Miles Campbell**, Trustee; **Andrea Boothby Rice**, Trustee; **Natalie Hagan**, Executive Director; **Annie Woodall**, Chief Public Officer; **Chris Walmsley**, Chief Operations Officer; **Tobi Brown**, Executive Secretary

Ms. Durso called the meeting into order at 5:09pm. Ms. Durso noted that there was one trustee absent. However, with a quorum present business could move forward.

Review of Agenda

The agenda for the meeting was reviewed. No changes were made to the agenda.

Public Comment

Ms. Durso noted that there was one member of the public present, Mr. John Lake. Ms. Durso opened for public comment. Mr. Lake shared with the Trustees that he's been utilizing the library more often. Mr. Lake stated that he was present to observe the Board and learn more about the library.

Another member of the public entered the meeting at 5:21pm, Ms. Sally Woodall. Ms. Woodall stated that she was present to learn about the library and it's Board.

The Trustees and the present KCPL staff introduced themselves.

Election of Officers

Ms. Durso noted which trustees held officer positions in 2025 and how long they have served in those positions. Ms. Durso noted that Mr. Murphy and herself were eligible to serve in their current positions for an additional year, if nominated. Ms. Durso noted that Ms. Westerland was elected as the Board Secretary at the previous meeting. Ms. Durso stated that the Trustees needed to elect the following officers: the Board President, Vice President, and Treasurer.

Mr. Murphy nominated Ms. Durso to continue serving as President. Ms. Durso accepted. Ms. Westerland seconded the motion, which was approved unanimously.

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Mr. Murphy nominated Ms. Rankin to serve as the Vice President. Ms. Rankin accepted. Ms. Durso seconded the motion, which was approved unanimously.

Ms. Durso nominated Mr. Murphy to continue serving as the Treasurer. Mr. Murphy accepted. Ms. Rankin seconded the motion, which was approved unanimously.

Election of Representatives

Ms. Durso noted that the Board needed to choose their representatives for the KCPL Friends of the Library and the KCPL Foundation.

Ms. Rankin offered to remain in her role as the representative for the KCPL Friends of the Library. Ms. Rankin provided an overview of the responsibilities associated with this role. Mr. Murphy noted that the Trustees usually encourage newer members to serve as representatives to establish connections with the library and their supporting organizations. Ms. Durso proposed postponing the appointment of the Friends of the Library representative to allow the newer Trustees time to decide if they would like to assume the role.

Ms. Westerland provided an overview of the responsibilities of the KCPL Foundation representative. The Trustees discussed options surrounding who should assume this role. Ms. Rankin proposed keeping Ms. Westerland as the Foundation representative for now and revisiting this appointment in 6 months. Ms. Durso seconded this motion, which was approved unanimously.

Regular Board Meeting Calendar - 2026

Ms. Durso proposed maintaining the establish Board Meeting schedule from 2025, the last Monday of the month. Ms. Durso noted that the Trustees do not typically meet in August or December. The Trustees discussed the Board Meeting schedule for 2026 in greater depth and adjusted some of the meeting dates. The Trustees established the next Board meeting date as Monday, January 26th at 4:30pm.

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Additional Board Discussion

Ms. Hagan provided an overview of the resources available to the Trustees and how communications typically occur between the Trustees and the Staff. Ms. Durso provided additional resources regarding the expectations and regulations around serving on the library board. The Trustees discussed additional details around the Board's operations with the new members.

Adjournment

Ms. Durso moved to adjourn the meeting. Mr. Murphy seconded the motion, which was approved unanimously. The meeting was adjourned at 5:45pm.