

Minutes of WFPL Board of Governance Regular Board Meeting  
Monday, August 25, 2025, at 4:00 p.m.  
Molino Library, 6450-A Highway 95A,  
Molino, FL 32577

Board Members:

- John Bullock, Vice Chair
- Lori NeSmith, Member
- Liza Campbell, Member
- Joyce Hopson, Member

Administration:

- Christal Bell-Rivera, Interim Director of Library Services
- Tricia Sheridan, Director's Aide
- Rachel Nicholas-Kahalley, Branch Manager

Absent:

- Kenneth "Blaine" Wall, Chair

I. Call to Order

- Mr. Bullock called the meeting to order at 4:00 p.m.
- Proof of Publication was received.
- Quorum was met.

II. Pledge of Allegiance

- Mr. Bullock led the Pledge of Allegiance to the Flag of the United States.

III. Public Forum

- No members of the public signed up to speak.

IV. Approval of the Agenda

- Mr. Bullock, Acting Chair, requested an item be added to open discussion regarding the transition of the Library Services Director.

V. Approval of Minutes

- Ms. NeSmith made a motion to approve July 28, 2025, minutes. Ms. Campbell seconded the motion, and it passed unanimously.

VI. Chair's Report

- In Dr. Wall's absence, Mr. Bullock provided a Vice-Chair report.
- Mr. Bullock stated the Brownsville Library opening was excellent and credit goes to Christal Bell-Rivera and all who worked on the opening.
- The Board was notified that Todd Humble is no longer Director of Library Services.

#### VII. Branch Manager's Report

- Rachel Nicholas-Kahalley, Molino Library Branch Manager, shared a PowerPoint presentation with the board about the history of the library and current events. When asked what her challenges are she shared that, like all libraries, it is getting the word out about all the library has to offer. Molino Library does partner with the school system for field trips. She also included that there is an opportunity to get the word out with their upcoming "Spooky Walk". They were also invited by the Greater Gulfcoast Arts Festival to participate in the Heritage Arts Area and demonstrate the dulcimer instrument.

#### VIII. Library Interim Director's Report

- Interim Director Bell-Rivera thanked all the Board members for attending the Brownsville Library ribbon cutting ceremony.
- The Brownsville Library was struck by lightning on Friday.
- An update to the staffing situation was provided.
- Interim Director Bell-Rivera is spending time with staff listening to their ideas, concerns, and feedback. She would like a team effort as we move forward and wants to let them know their expertise and knowledge is valued and heard.
- Information for the summer statistics report is being gathered and worked on. Interim Director Bell-Rivera responded to the Vice-Chair's questions regarding Insignia and its effect on the report. Additionally, there is supposed to be an Insignia roll-out coming this week per the IT Director.
- Mr. Bullock, Vice Chair, expressed surprise at the number of vacancies. The Interim Director explained that although it is higher than it has been, it is not at its highest. The Innovation Supervisor seems to be the most difficult to fill. Last time it took a year to fill and may require another look.
- She is closing out the end of the year fiscal responsibilities e.g. purchase orders.

- Financial report was provided. There is no word from Friends as to what they will be giving the library this year.

#### IX. New Business

- Discussion regarding the Collection Policy. Ms. NeSmith made a motion to approve. Ms. Hopson seconded the motion, and it passed unanimously.
- Discussion regarding the Circulation Policy. Mr. Bullock made a motion to approve. Ms. NeSmith seconded the motion, and it passed unanimously.

#### X. Old Business

- None.

#### XI. Open Board Discussion

- Prior to the meeting on August 25, 2025, meeting, board member Lori NeSmith requested the Library Services Director's position description be sent to members of the board
- During the board meeting, Dr. Wall, Chair, was in electronic contact with the Director's Aide providing his status of attendance due to his jury duty assignment. Director's Aide provided periodic updates on the progress and agenda items of the meeting.
- Discussion regarding the Director's vacant position. Dr. Wall, Chair, called in to the meeting and was present via cellphone for the discussion. Mr. Bullock made a motion to formally request that the Assistant County Administrator, or a qualified designee, attend the September BOG meeting to discuss how the Board is to proceed with their recommendation of a new Library Director. Ms. NeSmith seconded the motion, and it passed unanimously. Dr. Wall, Chair, will send an email to the Assistant County Administrator requesting his presence at the next meeting so that the administrator can explain his vision of the hiring process. The Board wants to affirm with him that they are part of the hiring process.

#### XII. Next Meeting

- Monday, September 22, 2025, 4:00 p.m. at the Bellview Library, 6425 Mobile Highway, Pensacola, Fl., 32526.

XIII. Adjournment – Ms. NeSmith made a motion to adjourn the meeting. Ms. Campbell seconded the motion. Mr. Bullock adjourned the meeting at 5:02 p.m.