Library Board of Trustees Meeting 10/8/26

Present at the meeting: Crista Billowitch: President, Parker Flamisch: Vice President, Will Jefferson: Treasurer, Crystal Becker: Secretary, Jane Yagerhofer: Member, Mike Salter: Member, Heather Cardona: Member, Dan Belletti: Member, Fran Shehab: NASD Board of Education Liaison, Rachel Robinson: Director of Operations, and Veronica Laroche: Library Director.

The meeting was called to order at 6:36 PM.

Approval of September 10, 2026 minutes made by Will. Seconded by Parker. All in favor. None opposed.

- Review Agenda
    - Discussion
    - Vote for additions or deductions as necessary.
- Presentation/Q&A: Karley Biggs Sebia, Esq.
    - Kingspry
        - Community support
        - Educating on an issue vs. advocating for an issue
        - Referendum committee
- Library Director Report
    - SMART Goals
        - 1.) Increase programming and program attendance. 2.) Deliver a facilities and capital needs plan. 3.)Review and improve website ease of use. 4.) Maintain staffing and coverage. 5.) Funding activity - complete at least 9 total funding submissions/asks.
    - Grants/Funding Resources
        - Air Products Citizen Science for All 2027 is pending
        - PPL Grant for Summer Quest 2027 was submitted and is pending.
        - Keystone Foundation Operating Expenses grant is in process. Aiming to have it submitted by October.
        - Looking into Windcreek sponsorship.
            - Possibility to maintain senior center programming
    - Fundraising
        - Double Good online pop-up store - 10/2 through 10/9
        - RaiseRight: Focus on post-Basket raffle.
            - Possibility to have gift cards available for sale in the library (people can purchase in the library instead of the RaiseRight website; this might be more user-friendly for library patrons).
        - Volunteer drive - the week after Thanksgiving.
    - Outreach
        - 11 School and Municipal Events over 5 weeks
        - Trunk or Treat for DH Productions - October 14 from 6:00 PM to 8:00 PM
    - Policy and Procedure

        - Nothing new
- Director of Operations Report
    - Staffing - nothing new to report
    - Annual drive
        - Ongoing
    - Basket Social
        - 150 donors, 322 basket social items, 50 auction items, and $ 1,300.00 cash.
    - Online Auction made approximately $1,563.70 ($160.00 more than last year).
    - Building/Grounds
        - Lighting project will begin 10/14/26
    - Technology - nothing new to report
    - Friends
        - Boscov's Friends Helping Friends Coupons Available
        - November Lottery Board Fundraiser
        - Sip & Shop - Friday, December 4, 2026
        - Next meeting will be Tuesday, November 10, at 6:30 PM
- Old Business
    - Referendum discussion - on hold
- Unfinished Business
    - Referendum committee - need to determine a new meeting date.
- New Business
    - Discussion of how to proceed
    - Vote to retain Karley Biggs Sebia, Esq.
        - Motion to vote to retain Karley Biggs Sebia, Esq., on the stipulation that we have a written letter that confirms that it is not in a conflict of interest with the school district made by Parker. Crista seconded the motion.

            All in favor, none opposed. Motion passes.
    - Discussion of winter hours reduction and vote
        - Possibility to cut 3 more hours
            - Potentially closing at 7:00 on Mondays, Tuesdays, and Thursdays
            - Potentially opening at 10:00 AM on Mondays, Tuesdays, and Thursdays.
            - Saturdays - limited hours from 10:00 AM to 2:00 PM - could do this for 10 weeks. Would need to let the state know.
    - The next Referendum Committee meeting will be Thursday, November 5 at 6:00 PM.

Motion to adjourn the meeting at 7:37 PM made by Parker; seconded by Will; all in favor; motion carried.