



## Board of Trustees

February 25, 2026

Present: Cathy Rappazzo, President; Kathleen Plum, Vice President; Mary Yates, Secretary; Wendy Heffer; Katie Mulla; Theresa May; Alex Collins; Christine Hunt; Sue Melia; Jennifer Erler-Perry, Library Director; and Andrew Loughlin, Town Councilman

Absent: Mike Boedicker, Assistant Library Director

1. **Call to Order/Pledge of Allegiance/President's Comments:** Trustee Rappazzo, President called the meeting to order at 6:02 PM with the Pledge of Allegiance.
2. **Guest/Public Comments:** No guests/public in attendance
3. **Town Councilman's Comments:** Councilman Loughlin shared information on businesses and projects in the Town.
4. **Action Items:**
  - a. **Agenda Changes:** A motion to approve the agenda as amended was made by Trustee Heffer, seconded by Trustee Yates and carried unanimously.
  - b. **Motion to Approve Minutes:** A motion to approve the January 28, 2026 meeting minutes was made by Trustee Mulla, seconded by Trustee May and carried unanimously.
  - c. **Motion to Approve the Personnel Report:** A motion to approve the January 2026 Personnel Report was made by Trustee Collins, seconded by Trustee Plum and carried unanimously.
  - d. **Motion to Accept the FFRPL Grant for 2026:** A motion to accept the FFRPL Grant for 2026 was made by Trustee Yates, seconded by Trustee Plum, and carried unanimously.
5. **Financial Review:**
  - a. Motion to approve the Year-to-Date Report (January) was made by Trustee May, seconded by Trustee Plum and carried unanimously.
  - b. Motion to approve Bills to Be Paid: A motion to approve the February 2026 for 2025 Invoices for Claims #446-447 Accounts Payable Claims #27448 for a total of \$3,784.08 was made by Trustee Heffer, seconded by Trustee Yates and carried unanimously. A motion to approve the January 2026 Claims # 012-040 Accounts Payable Claims #27445-27447, 27449-27452, Funds Transfer of Payroll 4 for a total of \$154,632.87 was made by Trustee Heffer, seconded by Trustee Yates and carried unanimously.
  - c. Signatory for the March meeting will be Trustee Yates. Signatory for the April meeting will be Trustee May.
6. **Reports:**

a. **Director's Report (highlights):**

- a. Advocacy and Funding: Refer to the Director's Report included in the packet for highlights
  - b. Commitment to the Community: Refer to the Director's Report in the packet for highlights
  - c. Programs and Events: Refer to the Director's Report included in the packet for highlights
  - d. Marketing: Refer to the Director's Report included in the packet for highlights
  - e. Technology: Refer to the Director's Report included in the packet for highlights
  - f. User Experience: Refer to the Director's Report included in the packet for highlights
- b. **Director's Statistical Report**: Nothing to note except now including a circulation report
- c. **Private Money Monthly Report**: One CD matured in February, reinvesting funds
- d. **Staff Highlights**: The staff highlights are included in the packet. Please review at your convenience.

7. **Items for Board Discussion:**

a. **Board Committees**

- a. Friends Report: The Friends met last evening. They are looking for volunteers. The Poetry contest is on Monday, May 18<sup>th</sup>. July book sale has been cancelled.
- b. Facilities/Operations report: The library is getting estimates on metered faucets for the restrooms. The library is also exploring replacing the emergency lights and exit signs with LED lights and signs.
- c. Finance report: No report
- d. Nominating report: No report
- e. Personnel report: No report
- f. Policies report: No report

8. **Other Business:** None

Having no further business to discuss, a motion to adjourn the meeting was made by Trustee May, seconded by Trustee Hunt; motion carried unanimously. Meeting adjourned at 6:48 PM.

Respectfully submitted,

Brenda Bialaszewski  
Recording Secretary