

BFTL Board of Trustees  
Regular Meeting  
December 8, 2025 at 7 P.M.

Call to Order at 7:03

Roll Call: Doug, Maryellen, Stacey, Cristi, Jeff, Star; Sara (Director; left at 7:50)  
Public Comments: none

Minutes

- Motion 2537 by Doug and second by Jeff to accept November's regular meeting minutes passed by voice consensus.

Treasurer's Report

- Letter received for county funding
- Payroll biggest expense
- Supply expense higher than usual because of toner
- Audit fee, workers' comp, ULAN all in this month
- Review and discuss 2026 budget projections with a consideration for an increase in funding for library supplies, i.e., printer toner for programs and program fliers.
  - Stacey explained line by line.
  - In Acquisitions, move \$900 from "Books" to "Other Acquisitions."
  - Separate Hoopla from other UHLS expenses.
  - Gusto (payroll system) increased this year.
  - Sara asked if the water line included this year's increase, and Stacey will check.
  - Doug asked to split payroll into separate lines of Director and staff.
- Motion 2538 by Stacey and second by Doug to approve a temporary 2026 library budget (temporary because of recount) with amendments passed by voice consensus.

Director's Report

- Sent via email

Committee Reports

- Finance: \$255K in RBC
- Collection Development- ntr
- House and Grounds-
  - New doors: Waiting to pay balance until the door job is complete: one should have push buttons inside and outside, according to bid.
  - Snow removal contract: Stan will plow when he plows his storage unit; he will plow upon call as well.
  - According to the lease, the tenant is responsible for clearing apartment entry sidewalk and rear entry landing.
- Public Relations- time spent stuffing annual appeal envelopes
- Fundraising- time spent stuffing annual appeal envelopes

- Programming- 2026 Photo Contest

Alice contacted Stacey, so they met with Sara and decided to run the program again much like it was last time. Feb 28 deadline to submit photos; celebration 3/21. BFTL will print. Stacey will check on grant funding.

- Personnel- ntr

#### New Business

- Slate of officers presented: same as current--motion 2539 by Doug and second by Jeff passed by voice consensus.
- Discussion of potential new trustees or people to run programs
- Motion 2540 by Doug and second by Jeff to move the January monthly and annual meetings from 1/5 to 1/12.

#### Old Business

- Discussion of focus groups and long-range plan

#### Adjournment

- Motion 2541 by Jeff and second by Maryellen to adjourn meeting at 9:09

Minutes submitted by Cristi Lamontagne

Annual meeting: January 12, 2026, at 7:00.

The next regular meeting follows the annual meeting.