

Berlin Free Town Library
Regular Monthly Meeting
February 2, 2026

Meeting called to order at 7:11

Roll Call: Present--Doug North, Jeff Bell, Stacey Hills, Cristi Lamontagne, Star Donovan, Maryellen Gilroy; Absent--Director Sara Rogers

Public Comments

Minutes

- Motion 2607 to accept the minutes from January's regular meeting by Doug and second by Jeff passed by voice consensus.
- Motion 2608 to accept the minutes from the 2025 annual meeting by Doug and second by Stacey passed by voice consensus.

Treasurer's Report

- Checking balance \$10094.97
- Savings \$15965.89
- Paid for doors
- County funding ready to go
- Rent paid but behind
- Annual appeal January \$1400.00
- Aaron still working on taxes
- Nationwide increasing \$383 per year
- Payroll on target

Director's Report (more sent via email; notes on Board discussion)

- Update safety equipment and get 3 bids for security system
- Go ahead on garbage removal

Committee Reports

1. Finance-

- Adoption of Budget for FY2026 of \$83771, which reflects an increase in the Town of Berlin's funding from \$15,000 in 2025 to \$45,000 in 2026, which is the amount of the levy that was approved by voters in November 2025. Motion 2609 by Jeff and second by Star passed by voice consensus.

- Stacey will revise the policy draft for an internal financial policy.

2. Collection Development-

- Maryellen provided an overview of our Collection Development Policy and info from Chris.
- Motion 2610 to remove the Collection Development Committee by Doug seconded by Jeff passed by voice consensus.

3. House and Grounds

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4. Public Relations

- Star will publish focus group info on Facebook. It will also be on the website and be sent to patrons through MailChimp.
- New sign base purchased for movable sign.

5. Fundraising

- Discussion of more donor recognition

6. Programming-

- Update on 2026 Photo Contest Reception--new date: April 18, 2026; submission deadline end of March

7. Personnel

- Working on director contract letter

New Business

- Survey and library meeting for new library hours
 - discussion of hours
- Topic from Trustee training--Open Meetings Law Highlights
 - Meeting notice, media definition, copies of meeting documents posted, minutes posted within two weeks

Old Business

- SAM.gov and completion of construction grant: Stacey working on this.

Executive Session-Personnel

8:45-9:00

Adjournment

- Motion 2611 to adjourn February's regular meeting at 9:00 by Doug and second by Stacey.