

BFTL Board of Trustees Meeting  
March 2, 2026

Regular Meeting

**Call to Order--7:03**

**Roll Call**

*Members of the Board of Trustees:* present--Douglas North, Jeffrey Bell, Stacey Hills, Cristi Lamontagne, Star Donovan, and Maryellen Gilroy

*Library Director:* Sara Rogers

*Members of the public:* none

**Public Comments**

none

**Minutes**

- Motion 2612 to accept the minutes from February's Regular Meeting motion by Stacey and second by Jeff

Motion 2613 to nominate Stacey for a 5-year term by Jeff and second by Star passed by voice consensus.

**Treasurer's Report**

- Checking at \$7205.05; savings at \$15,993.96
- Total monthly income at \$4478.98
  - Rensselaer County funding arrived.
  - Rent received but tenant in arrears (two months); Stacey and Jeff will send letter to tenant.
  - Low on Canfield income and donations
- Expenses at \$4861.75
  - UHLS fees: \$557.67
  - Utilities increased across state

**Director's Report**

- Monthly circulation and digital content statistics

- Feb weird month with weather and sickness
- Busy 1st March day
- Hoopla (mostly audiobooks) and Comics Plus (mostly children and teens) at 34 each; Overdrive at 200 (mostly adult audiobooks and adult fiction)
- Annual report done
  - Policies that need to be added this year: financial, disaster, personnel
- Library cards: need more
- Updates on programs, acquisitions, direct work, etc.
  - Rensselaer County jobs consultant will continue; Sara will ask about a different time.

### **Committee Reports**

- Finance
  - Update on Internal Financial Policy: Stacey updated for discussion next month.
  - How to handle the changes in distributing unrestricted funds from RBC account: will need only about \$542 each month; Doug will call Brooke for more specific info, asking her to send the info in writing via email, which he'll then send to Stacey.
- House and Grounds
  - broken gutter--ice pulled it off
  - Gurgling in pipes; discussion of town system and lease regarding water, heat, electricity
- Public Relations
  - Discussion of RenssLens
- Fundraising
  - Maryellen asked if we're on track; Stacey replied that we're about 25% on the way for the year: Doug would like to know more about who has donated so that we can thank them more personally.
- Programming
  - Photo Competition
- Personnel
  - Cristi sent new timeline to discuss next month

### **New Business**

## **Old Business**

- New hours outreach session--deployment of survey
  - Option A most popular (later hours); C runner up
  - Maryellen thinks the topic/survey should be sent to all library patrons; Stacey said most of the current respondents are patrons; Star thinks it would be a good idea to send an email of programs once a month.
- Closing of 2023 Construction Grant

## Executive Session--Personnel Topics

Motion 2614 by Doug seconded by Jeff to enter executive session at 8:42.

Re-enter public session at 9:40 after motion 2615 by Stacey and second by Doug.

## **Adjournment**

- Motion 2616 to adjourn March's Regular Meeting by Stacey and second by Doug.

Next regular meeting: April 6, 2026, at 7:00 p.m.

Minutes submitted by Cristi Lamontagne