

Berlin Free Town Library  
Board of Trustees Regular Meeting  
April 6, 2026 at 7 P.M.

Call to Order at 7:00

Roll Call—

Members of the Board of Trustees: Douglas North, Jeffrey Bell, Stacey Hills (abs), Cristi Lamontagne, Star Donovan, and Maryellen Gilroy

Library Director: Sara Rogers

Members of the public: Matthew Lee

Public Comments: Interested in becoming a trustee, Matthew Lee shared a bit about himself.

Minutes—

Motion 2617 by Doug and second by Cristi to accept the minutes from March's regular meeting passed by voice consensus.

Treasurer's Report (absent due to illness but report sent)—

- Town funding received
- More money could mean more opportunities for more programming.
- Some discussion of frequency and cost of snow removal.
- Motion 2618 by Doug and second by Jeff to approve the library's disbursements for March passed by voice consensus.

Director's Report—

- Slow month at 180 patrons
- Construction grant almost finalized, so last of money coming soon.
- Ordering 1000 new cards/key tags, about \$600.
- Updates on programs: March manga madness
- Senior Planet: great option through UHLS; tech classes; staff member would be trained to offer the classes.
- Nick from Rensselaer County coming Monday at 11:00.
- Mailchimp now charging \$13 per month.
- Monthly circulation is up from last year.

Committee Reports--

Finance

- Investment at about \$253K
- About \$50K in checking

House and Grounds

- Update on sump pump: works but needs one-way valve

- Septic tank: probably needs to be pumped at some point
- Exterior building repairs needed for crumbled chimney bricks, fixing up library's sign, broken window pane in juvenile room.
- Someone stopped to offer higher rent on the apartment.

#### Public Relations

- Library programs publicized through Renss Lens and road sign

#### Fundraising

- Donor letter/note, possibly on newsletter

#### Programming

- 2026 Community Photo Contest and Artist Reception: regular judging and people's choice

#### Personnel

- Evaluation timeline (tabled)

#### New Business

- Motion 2619 by Doug and second by Jeff to appoint Matthew Lee as interim trustee passed by voice consensus.

#### Old Business

- Library hours survey (tabled)
- Tenant letter (tabled)

#### Executive Session

- Motion 2620 by Doug and second by Star to enter into Executive Session re: employment at 8:13

#### Adjournment

- Re-enter public session at 8:33
- Motion 2621 by Jeff and second by Doug to adjourn April's regular meeting at 8:35 passed by voice consensus.

Minutes submitted by Cristi Lamontagne

Next regular meeting May 4, 2026, at 7:00 p.m.