

Fenton Free Library Board of Trustees Meeting – Monday, 15 December 2025

President Melissa Weber called the meeting to order at 5:00 PM, following the Library's Volunteer Appreciation event during which the name of former Board member, Tom Tiffany, was added to the existing plaque in appreciation for Service to the FFL, and Grant Writer, Gretchen Grunder, was presented with a plaque to be displayed in the Barn for outstanding service which includes securing money for many needed library projects, and most notably, the construction of the Barn.

Attendance: Brady Begeal, Kendra Bowman, Matthew Conlon, Mary Connors, Gretchen Grunder, Jonathan Hussar, Michael Mattick, Melissa Weber, and Leslie Weigand

Excused Absence: Cassie Holdridge

Resignation: As announced via email, Vanessa Moschak has resigned from the Board due to time conflicts and restraints. Melissa expressed thanks to Vanessa for "her dedication to the Library and the Board over the last two years".

Guest: Tricia Welch, FFL Bookkeeper

1. Secretary's Report

- a. Motion requested to approve the minutes of the November 24, 2025, Board meeting. Motion: Mike; Second: Brady; Motion Carried.

2. Treasurer's Report

- a. Mike presented the Financials and Treasurer's report as of November 30, 2025.
 - a.i. With the CVCS D budget allocation of \$199,880 deposited, we earned a significant \$829 in interest for the month.
 - a.ii. Fundraising and donations during the month of November brought in more income than budgeted. The Toy Sale was a huge hit with \$2300 more income than last year!
 - a.iii. The annual Disability insurance of \$519 was paid in November. Employees contribute back to this expense each pay period.
 - a.iv. Income and expenses continue to remain consistent with the prior year.
 - a.v. Note that no Deposits being shown on the Debit Card Transactions is simply a transfer "timing issue".
 - a.vi. We will continue to pay for the Aplos subscription until the transfer of all financial information and processes has been successfully verified.
 - a.vii. Motion requested to approve the November 2025 Debit Card Transactions and November 2025 Financials report. Motion: Jonathan; Second: Matt; Motion Carried.
- b. Mike reiterated to the Board that we need to find another Treasurer at our earliest convenience. He intends to be available to oversee the Aplos to QuickBooks transition and to provide assistance until a new Treasurer is acclimated, but it is critical that someone else be able to take on the role of Treasurer for 2026. Mike will continue on the Board in a non-officer position once a new Treasurer is elected.
 - b.i. With no one currently on the Board with appropriate qualifications, we need to find a candidate to join the Board with the intent of becoming the Treasurer. With Vanessa's resignation and the concern about member turnover at the end of 2027, the Board ultimately needs three (3) new Board members in 2026.

- b.i.1. Mike withdrew his previous nomination for Board Treasurer. Preferred candidates would have the necessary financial expertise, time available, willingness to support the Library's goals, and ability to provide commitment to the Board's term expectations.
- b.i.2. Melissa requested that she, Leslie, and the Finance committee members be included in the Board Succession committee's interview process and deliberations for a new Treasurer candidate since this is a very important and visible position for the Library.
- b.ii. All interested candidates need to submit resumes to Jonathan by January 31, 2026 (jhussar87@gmail.com).

3. Director's Report – Leslie

- a. Fundraisers
 - a.i. Pitstop Popcorn fundraiser was not as successful as hoped.
 - a.ii. Raffle Basket and Angel Tree ornament sales at the Tree Lighting event brought in a significant \$1131. 36 raffle baskets were donated for this fundraiser!
- b. Leslie advised that Trudy would be receiving approximately 15 hours of Overtime pay in December due to extra preparations and attendance for the many holiday events this month at the library.
- c. Leslie has purchased a starter kit for \$30 and a subscription of \$18 per month for participation in the Ridwell recycling service for the Library's usage. This will be funded by the unused portion of the TerraCycle grant from the Community Foundation Library Grant. Ridwell collects hard-to recycle items such as bubble wrap and multi-layer plastic.
- d. Leslie announced that the expense due to ink usage with the printer purchased this summer is unsustainable. She has been reviewing options for a new printer.
 - d.i. Leslie will pursue a Community Foundation micro grant in the amount of \$500 to offset the purchase of a new printer. In addition, she plans to sell the old printer.
 - d.ii. Both Mike and Matt have printer/ink recommendations for Leslie to consider.
 - d.iii. Jonathan suggested we might want to consider an Usherwood lease and/or service plan.

4. Building and Grounds Update

N/A

5. Grant Activities for New and Existing Programs

- a. The Community Foundation Fall grant of \$1500 was received, and as part of that funding, the toddler tables have been modified to fold for storage. Modification completed by Jason Hill.
- b. Melissa and Leslie are discussing future grant needs and possibilities.

6. Old Business

- a. Reminder to complete and return to Grady your *Library Trustee Self-Assessment* and the *Executive Director Evaluation* forms ASAP. Brady will compile and report on the results of the assessments at the January meeting. Melissa will be meeting with Leslie in January to complete the Director Evaluation.

7. New Business

- a. As discussed earlier, it is necessary to fill the open Board member positions and

add a Board member position as soon as possible. Please identify any potential candidates you know and get the word out for interested community members to apply.

- b. Per the By-Laws, the Slate of Officers needs to be elected each year.
 - b.i. A motion was made by Matt that all 2025 officers continue for 2026; Seconded by Brady; Motion Carried.
 - b.ii. 2026 Officers:
 - Melissa Weber, President
 - Jonathan Hussar, Vice-President
 - Michael Mattick, Treasurer (until new Treasurer is approved)
 - Mary Connors, Secretary

8. Adjournment

Motion to adjourn: Kendra; Second: Mary; Motion Carried. Meeting was adjourned at 5:40 PM.

9. Next Meeting

Monday, January 26, 2026, at 5:00 PM.

Respectfully Submitted,
Mary Connors, Secretary