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Fenton Free Library Board of Trustees Meeting – Monday, 24 March 2026

President Melissa Weber called the meeting to order at 5:00 PM in the Library.

Attendance: Brady Begeal, Kendra Bowman, Mary Connors, Jonathan Hussar, Christine Reid, Nicole Waskie-Laura, Melissa Weber, and Leslie Weigand

Call-In: Cassie Holdridge

Approved Absence: Matthew Conlon, Michael Mattick

1. Secretary's Report

- a. Motion requested to approve the minutes of the February 24, 2026, Board meeting.
Motion: Brady; Second: Christine; Motion Carried.

2. Treasurer's Report

- a. Christine presented the Financials and Treasurer's Report as of February 28, 2026.
 - a.i. Christine confirmed that working with QuickBooks is a positive change for all.
 - a.ii. Christine pointed out that once again our interest rate was lowered by the bank without notice. She, Mike, and Matt are discussing moving a majority of that money into a "conservatively aggressive" product that would provide consistent interest earnings.
 - a.iii. A ~10% increase in monthly expenses from the previous year is "primarily attributable to the transition in accounting systems", and the increased net income loss year-over-year "reflects higher operating expenses, particularly related to system transitions".
 - a.iv. Motion requested to approve the February 2026 Debit Card Transactions and February 2026 Financials report. Motion: Jonathan; Second: Kendra; Motion Carried.
- b. We will request a pro-rated refund for the unused portion of our Aplos subscription now that it has been replaced by QuickBooks.
- c. Melissa reported that Mike is planning to have Form 990, Return of Organization Exempt From Income Tax, completed by the May 15 deadline.

3. Director's Report – Leslie

- a. Order forms are available for the hanging plant sale. Several varieties are available, including scaevola. Orders must be in by April 28; plants will be delivered on May 8.
- b. Leslie requested the Board Members let her know of their availability to help with the Vendor Market on April 25.
 - b.i. Leslie has received confirmation from a second food truck. This one is a dessert truck!
- c. Since we have over \$7000 in legislative funding to spend which is not budgeted for specific needs, Leslie has identified several ways this money could be spent:
 - c.i. Carpet cleaning with Scotchgard treatment.
 - c.ii. Upgrading computers and printers. Current computers are around 5 years old, and are very slow.
 - c.ii.1. After researching suitable replacements, Leslie shared her shopping cart at Best Buy that includes 2 patron computers, 1 Circulation Desk computer, 1 office computer, and 2 printers. Computers are either refurbished or open box in excellent condition which provides better computers at a lower cost than new. Cost is approximately \$2000.
 - c.iii. Employee compensation.

DRAFT

- c.iv. A motion was made by Brady to accept Leslie's Legislative Funds spending plan;
Second: Jonathan; Motion Carried.
 - d. The Part-Time Clerk position is still open. An offer was presented and accepted, but then declined. Since the background check had been done, there was discussion about ways to recoup the \$95 fee should a similar situation occur in the future. Whatever is decided would have to be stated in the application.
 - d.i. Leslie has invited 3 candidates to spend 2 hours (unpaid and supervised) at the library as a trial run to gain familiarity with the library and expected duties.
 - e. Leslie reminded everyone to continue to update the sponsorship spreadsheet for the 5K. More sponsors are needed.
 - e.i. Several businesses have committed to the Olympic level of funding (\$500), which is needed by April 3.
 - f. Library Week and Volunteer Week are both celebrated April 19-25 this year. Leslie is planning a scavenger hunt for the kids and a social media contest for adults who submit comments about what the library means to them.
- 4. Building and Grounds Update**
- a. On March 9 the water fountain exploded, causing flooding throughout that area and the Barn. Fortunately, staff was in the library at the time and able to initiate damage control. The Town sent someone to turn off the water, and ServPro was called to mitigate the damage. They determined there was no permanent damage that would indicate any mold issues in the future so no insurance claim was filed. The water fountain company has agreed to provide a replacement water fountain so the only cost will be to install it. Staff will be shown where to locate the shutoff.
- 5. Grant Activities for New and Existing Programs**
- a. Leslie feels that more seating is needed for the library since many of the programs are so well attended that people spread throughout the library. She and Trudy determined that a feasible way to increase seating would be to modify our approved grant request for new tables to request the same 2 square tables, 2 larger rectangular tables (40x84), and 8 new chairs instead of 4. This will increase seating by 4 chairs at the square table and 2 chairs at each of the larger rectangular tables. This would not significantly change the cost, but it was recommended that Leslie check with the Community Foundation to ensure a change order is acceptable.
- 6. Old Business**
- a. Leslie has received the sign-in information for the State report, but the website is still locked so she has not been able to submit it. Due date has been extended to April 16.
- 7. New Business**
- N/A
- 8. Adjournment**
- Motion to adjourn: Jonathan; Second: Christine; Motion Carried. Meeting was adjourned at 5:45 PM.
- 9. Next Meeting**
- Tuesday, April 28, 2026, at 5:00 PM.

Respectfully Submitted,
Mary Connors, Secretary