

BOARD OF TRUSTEES  
Agenda – October 9, 2025

CALL TO ORDER - 5:32pm

Members Present: Al Buyck, Sarah Glose, Kelly Sullivan, Katie Bowers, Charmian Foster, Tom Jahn

Not Present: Emily Jones, Sarah Glose, Jillian Sandy, Olivia Shimkus, Vikki Collazo

Also Present: Josias Bartram, Sherry Kowalski, James Ingram, Michelle Brandone, Alex Fisher, Rebecca Stone

GUESTS: None

AMENDMENTS TO THE AGENDA: None

PUBLIC COMMENTS: None

MINUTES: August 14, 2025

- **Motion to approve the August Minutes: Charm Foster, Second: Al Buyck. Passes unanimously.**


RESIGNATIONS:

- **None**

APPOINTMENTS:

- **None**

NEW BUSINESS

- 25th Anniversary Celebrations
  - Public event: Birthday Party during the day on 11/15
  - Murder mystery 6pm 
    - All proceeds support Youth Services
    - Board members, please let Josias know if you wish to attend (and you do!)
  - Closing early on 11/15
    - **Motion to approve closing early on 11/15 at 3pm: Sarah Glose, Second: Kelly Sullivan. Passes unanimously.**
- Budget cuts
  - 2025
    - We have been asked to cut 5% in our contractual expenses for this year. At this point in the year, the best we are able to do is 2%, which has been noted with the county.
    - **Motion to approve committing to cutting up to 2% for contractual expenses in 2025: Al Buyck, Second: Sarah Glose. Passes unanimously.**

- 2026
  - We will not be getting any personnel requests, but fortunately, we are not losing any positions and staff will still receive COLA raises.
  - We will be receiving cuts to our contractual expenses - this is happening to everyone across the county.
  - Most of the cuts are in supplies and collections. Projections are included in the board packet.
  - Budget ups and downs are common and department heads have been briefed, and there is a solid plan.
  - Among other cuts, we will be ending maintenance for microfiche machines, reducing borrows from Hoopla, renegotiating our Hoopla agreements with local libraries
- Contracts
  - Envisionware
  - **Motion to approve annual renewal of Envisionware contract: Sarah Glose, Second: Kelly Sullivan. Passes unanimously.**
- Policies – for review
  - Display/Exhibit Policy
    - Please review in the board packet and offer feedback to Sherry
    - Add “responsibility to coordinate hanging of artwork” 🖼️

## OLD BUSINESS

- Policies – for approval
  - Emergency Evacuation
    - **Motion to approve the Emergency Evacuation policy: Charm Foster, Second: Sarah Glose. Passes unanimously.**
- Construction/projects
  - Still in code review. Original plan was to go to bid in June - at present, we do not have an updated timeline.
  - Solar panel reinstall is this under discussion. Initial reinstall will be somewhat costly, but will save a great deal of money in the long run. ☀️👷

## EXECUTIVE SESSION

- **Motion to move to Executive Session: Sarah Glose, second Al Buyck. 6:25pm.**
- **Motion to close Executive Session: Sarah Glose, second Charm Foster. 6:56pm.**

## REPORTS

- August & September Financials
- Director's Report
  - Staff Development Day on Monday! Riding the
  - Fire drill, Code ADAM, and Active Shooter drill
  - Also riding a trolley to STIC's escape rooms!

- August & September Staff Reports
- Committee Reports
  - Executive Committee
  - Strategic Planning: Going to begin review in light of the austerity measures
  - Finance
  - Nominating
  - Personnel
  - Marketing
  - DEI
  - Policy: Meeting on Tuesday
  - Ad Hoc: Project Management
- Friends
  - Meeting next week!

**Motion to adjourn: Kelly Sullivan, Second Sarah Glose. Passes unanimously at 6:57pm.**