

Belmont Literary and Historical Society Free Library Trustee Meeting

January 15, 2026, 3:30 pm

Present: Deb Burger, Caroline Mapes, Molly Pike, Nichole Gambino, Bobbi Patello, Gene Smith, Erica Moses, Ash Gardener, Barb Woolston

Other Present: Barb Zlomek

Absent: Erika Gaboriault

Call to Order

- Welcome new board members
 - Deb Burger
 - Erika Gaboriault

Secretary's Report (5 min)

- Approval of November minutes
- Correspondence
 - Thank you notes will be sent for all donations
- Nichole made a motion to approve the November minutes, seconded by Ash, All were in favor.

Treasurer's Report (15 min)

- Approval of November and December report
- Updates
- Account Balances
 - December
 - Renovation Account
 - Previous Balance: \$31,901.13
 - Deposits/Credits: \$0.00
 - Checks/Debits: \$20,000.00
 - Ending Balance: 11,901.13
 - General Account
 - Previous Balance: \$45,729.40
 - Deposits/Credits: \$80,326.50
 - Checks/Debits: \$8,829.18
 - Ending Balance:\$117,226.72
 - January
 - Renovation Account
 - Previous Balance: \$11,901.13
 - Deposits/Credits: \$0.00
 - Checks/Debits: \$0.00

- Ending Balance: \$11,901.13
- General Account
 - Previous Balance: \$117,226.72
 - Deposits/Credits: \$0.00
 - Checks/Debits: \$6,221.94
 - Ending Balance: \$111,004.98
- Ash made a motion to approve Treasurer's Report, seconded by Bobbi, All were in favor.

Director's Report

November Patron Count: 145 (2 New)

Items Added: 73

Items Discarded: 0

Total Circs: 192

Holds Rec'd: 38

Holds Filled: 59

Computer Use: 1

Libby Checkout: 167

Kanopy: 1

Mango: 0

JobNow: 0

Wifi Usage: 123 session / 17 unique clients

December Patron Count: 165 (2 New)

Items Added: 103

Items Discarded: 60

Total Circs: 233

Holds Rec'd: 52

Holds Filled: 72

Computer Use: 5

Libby Checkout:

Kanopy: 0

Mango: 0

JobNow: 0

Wifi Usage: session 138 / 20 unique clients

D&O insurance was secured.

Cameras purchased, installed and in use.

Tax Cap Increase was submitted on 12/1/2025 and the letter to the school board will be sent the first week of January.

Inventory was completed.

Grant Updates:

Used most of the COSAC grant to purchase from Junior Library Guild. There is roughly \$100 left.

Did not win the ALA Sustainable Librarianship Grant

Received a book, mini composter, and will be receiving a voucher and programming instructions for a STEM Worm Farm Program Grant.

Applied for the Will Eisner Graphic Novel Grant through ALA

Policy Updates:

Personnel – Update

Public Comment – Update

Photography/Videography – Update

Records Access – New

Other Holiday Closings:

May 23rd – Saturday before Memorial Day

September 5th – Saturday before Labor Day

November 27th – Day after Thanksgiving

December 24th – Christmas Eve

December 26th – Day After Christmas

December 31st – Early closing at 12:30pm

Old Business

- HVAC-Estimate/for buildings grant in spring- do we meet the qualifications?
 - Need quote for work
 - Need to investigate the minimum for this grant further.
- Holiday dinner- different time for the future to avoid snow storms.
- Mention of board Evaluations
 - Board members should fill out the self- evaluation by 2/13

- New heater installed!
- Financial Review - Barb will get a quote from Linda Twigg for this and for a full audit.
- GV yearbook
 - We will purchase an 1/8 of a page again this year.
 - Barb to touch base with Erica about design.

New Business

- Upstairs office
 - Erica will look into a desk for the office upstairs
- Policy review
 - Barb made a motion and Ash seconded. All were in favor.
- New board members
 - Gene made a motion to approve Erika and Deb as new board members and Caroline seconded. All were in favor.
- Meeting Times
 - Barb makes a motion to change meeting times to 4:00 PM and Deb seconded. All were in favor.
- DAR Cook book
 - Monument fundraiser.
 - Asked if we would partner with them to support the fundraiser.
- Committees - meet and report back
 - Personnel/Nominations Committee
 - Building and Grounds
 - Strategic Planning
 - Deb to join this committee
- Events speaker for upstairs
 - Discussed event ideas
- Been approached about display for upcoming anniversaries upstairs

- Historical displays for anniversary of Belmont
- Endowment money
 - Bobbi makes a motion to transfer \$20,000.00 from the endowment fund to the renovation account. Caroline seconded. All were in favor.

Public Comment

- Barb Zlomek addressed the board about the book club that previously met in the library main space and asked for an explanation of the policy for the meeting spaces.

Next Meeting - February 19, 2026 at 4:00 pm

Adjournment:

Deb moves to adjourn the meeting at 5:00 PM and Caroline seconded. All were in favor.

Respectfully Submitted,

Caroline Mapes