

**Cole Library Board of Trustees Meeting Minutes
December 17, 2024**

Present: Grace Chamberlain, Diana Corcoran, Julia Andrews, Tracey Louwagie

I. Call to Order

The meeting was called to order at 8:32 a.m.

II. Approval of Agenda

The agenda was approved (Julia – 1st Tracey 2nd)

II. Approval of Minutes

The minutes from the November meeting were approved, (Julia 1st, Diana 2nd)

V. Reports and Ongoing Business

A. President's Report

- Diana noted that the evergreen pots outside the library look beautiful, thanks to Jayne DeWitte.
- Diana attended Greg's presentation on Diaries at the LBC; it was well-received.
- Diana reminded the Board to submit testimonies to Grace. Julia shared her brief paragraph about why she is serving on the Library Board.

B. Public Library Director's Report

1. Upcoming Programs

- *Reading Challenge – New Year, New Book:* A month-long reading challenge for adults in January. For every book finished, participants will be entered into a drawing for a bag and a Local gift card.
- *Winter Seed Sewing Presentation:* January 28, 2024, by Sue Murphy.
- *Puzzle Swap:* February 22, 2024.
- *Tax Preparation Assistance:* January 27, 2024, a partnership with VITA and Santhi Hejeebu's class at the College. Tax preparers will be available at the library (Room 108) on Monday and Tuesday evenings throughout tax season. Registration is required

2. Financial Report

- There was an increase in spending for physical collections and subscriptions, including payment for EBSCO library database.

3. Upcoming Library Schedule

- The library will be closed from December 24, 2024, through January 1, 2025. It will be open from 8:00 a.m. to 8:00 p.m. on December 23, 2024, and will reopen on January 2, 2025.

C. College Librarian's Report

- No update.

V. Major Business

A. FY2026 Budget

- Grace presented her letter to the City that will accompany the proposed FY2026 budget for review.

VI. Adjournment

The meeting adjourned at 8:54 a.m.

Next Meeting: January 21, 2024 at 8:30 a.m.