Arvin A. Brown Library
Trustee Meeting
Friday, August 21st 2026 Minutes

Agenda Items

Call to order 4:09 pm

Agenda Amendments: none

Approval of Meeting Minutes July 24th Carita moved, Kristin seconded

Attendance: Debra Atherton, Gina Clark, Adele Wolfson, Kristin Tracy, Carita Simons, Kathe Steiner, Wendy Gesser

Comments from Citizens Present: None present.

Approval of

Librarian's Report: none

Financial Report: $5k more spent than taken in, but unusual expenses in July, but should even out and sufficient funds in operating accounts. Carita moved, Kristin seconded.

New Business

1. Discussion and vote on organizational structure
We plan another meeting with all Trustees and Wendy and Kathe to decide on divisions of labor and that Debra will be the point person for questions. Debra will send email to schedule.

2. Fundraising letter results and follow-up
All new donations are being entered on Google sheet by Wendy.
Carita ordering new thank you cards and we will send out as soon as possible. IRS letters to follow.

3. Library Director's office records and materials
Many papers still in office. It might be a good time to sort through and discard anything no longer needed and maintain anything important. If Kathleen is willing, she would be the appropriate person to make these decisions.

4. Grants and Library Director position
It may be that we would not be eligible for future grants without a formal Director. Gina may sign up for certification. Another possibility is to share a Director with another small library. We will consult with Kathleen.

Old Business:

1. Back door project-Update
Back door is ready and the installer is just waiting for wiring and sheet rocking. It would be preferable to wait until lift installed.

2. Library Renovation-Update
Larry worked all week. First floor nearing completion. Sanding, painting, subflooring work going on.

Once enough is done we can move bookshelves and start to move books.
Cleaners are waiting for us to contact them, still have work that needs to be done first.

Next Meeting: September 18, 2026

Adjourn 4:53 pm