Mamakating Library Board of Trustees Meeting Minutes

December 9, 2025

Call to Order/Attendance:

Meeting began at 6:05 pm.

Present: Patricia Andersen, Chelsea Roth, Jennifer Holmes, Sam Meyer, Thomas DePaulo, Pamela Mann, Cheryl Jones.

Absent (excused): Mark Tourtellott

Adoption of Agenda:

Motion to adopt meeting agenda as amended made by Chelsea Roth; seconded by Pamela Mann. All voted in favor; motion passed.

Guest Presenter: Dwight Coombe of Sprague & Killeen Insurance

Motion to adopt amended agenda made by Jennifer Holmes; seconded by Thomas DePaulo. All voted in favor; motion passed.

Minutes—November 2025:

Motion to approve November minutes made by Chelsea Roth; seconded by Pamela Mann. All voted in favor; motion passed.

Finance Report:

Motion to approve abstract of vouchers made by Thomas DePaulo; seconded by Sam Meyer. All voted in favor; motion passed.

Director's Report—Cheryl Jones

Committee Reports:

- Long-range Planning—no report
- Policy/Bylaw—no report
- Building and Grounds—no report
- Budget—no report

Old Business: none

New Business:

Approve meeting schedule for 2026:

Motion to approve the 2026 Board of Trustees Meeting Schedule made by Chelsea Roth; seconded by Thomas DePaulo. All voted in favor; motion passed.

Friends/Board Liaisons Proposal—to be formalized by Cheryl Jones for 2026

Change of Insurance Broker:

Motion to engage Sprague & Killeen Agency to assist in coordinating Library insurance policies made by Thomas DePaulo; seconded by Jennifer Holmes. All voted in favor; motion passed.

Recording of Board Meetings:

Motion to discontinue recording of board meetings made by Sam Meyer; seconded by Jennifer Holmes. All voted in favor; motion passed.

Policy Review/Revisions:

Motion to approve revisions to Computer Use Policy made by Jennifer Holmes; seconded by Pamela Mann. All voted in favor; motion passed.

Privilege of the Floor: Public Comments

Executive Session—Personnel Matters:

Motion to enter executive session made by Chelsea Roth; seconded by Pamela Mann. All voted in favor; motion passed. Entered executive session at 7:00 pm. Motion to leave executive session made by Thomas DePaulo; seconded by Sam Meyer. All voted in favor; motion passed. Left executive session at 7:51 pm.

Motion to increase the Library Director's salary to $85,963 effective January 1, 2026 made by Chelsea Roth; seconded by Thomas DePaulo. All voted in favor; motion passed,

Adjournment:

Motion to adjourn the meeting was made by Pamela Mann; seconded by Thomas DePaulo. All voted in favor; motion passed. Meeting was adjourned at 7:54 pm.

Respectfully submitted,

Pamela Mann