

**Board of Trustees Meeting
October 21, 2025 - 7:15 PM**

A closed executive session from 6:45pm.

1. Roll Call: Meeting called to order at 7:18pm
2. Call to order: Aubrey Ludwig-Ellman, Jessica Massey, Quincy Carpenter, Maura Cullen, Jennifer Provoznik-McNamara, Beth Brown, Dianne Hull, Alec Staley Absent: Tom Melvin
3. Approval of Meeting Minutes: September 16th, 2025. Need to add 2028 Strategic Plan extended. Need to add to old businesses that revisit Friends starting in January 2026 with new officers. Aubrey first, Maura 2nd.
4. Friends of the Library Report: Bake and Book Sale Nov 7 and 8. Beth will recirculate the signup link. Beth wishes that they are successful and they meet the goal
5. Library Director's report:
 - a. September 2025 Numbers Report- Collections up 4%. Door counts up 24% YoY. YA continues to strengthen. Great storytime with Mary Gay Scanlon and Tim Kearney.
 - b. Updates - collection is almost all sorted and labeled. All Board members are encouraged to review. Vending machine in Borough Hall proposed for Dec 1st. Alec to discuss with Borough Council about moving until Feb 1st. Illumination light display starting at the end of November.
6. Special Projects Report: Library Renovation
 - a. Status update
 - i. Keller phase 2- no updates
 - ii. Application LSA - Alec still working on it. Beth will get to review by the end of October.
7. Committee Reports:
 - a. Finance Committee (Tom):
 - i. September financial summary - aligned with budget and on track with expenses
 - ii. Borough Request 2026 - waiting to hear by December. Board encouraged to attend Nov finance meeting to give a comment
 - b. Fundraising/Development Committee (Maura/Jenn/Jess/Quincey/Tom):
 - i. 320 Market - Community Giving Day - Date TBT, late 2025 early 2026
 - Alec was in contact with Carter from 320
 - ii. Casino Night 2026- save the date for Saturday January 31st from 7-10pm

- c. Personnel and Policies Committee (Jenn/Jess):
 - i. FT Employee matching pension - Common % allocated to all FT employees by effective January 1st. Jess 1st, Dianne 2nd, voted unanimously
- d. Nominating Committee (Jess/Maura):
 - i. Advertising Begins - all board members encouraged to spread the word
- e. Strategic Planning Committee (Beth):
- f. Capital Campaign Committee
 - i. Case for Support - reformatted and ready to publish
 - Board Pledges
 - ii. Event Nov 6th soft launch
 - iii. Beth reiterated that all board members are expected to give personal donation pledge by end of year towards the capital campaign
 - iv. Maura to look into recurring gifts POC

8. Old business: None

9. New business:

- a. Next DCL Board meeting:
 - i. Thursday, December 18, 2025 - Maura, Jess
- b. Mandatory Board of Trustees Training
 - i. Wednesday, November 19 - 7pm Via Zoom, Jenn, Quincy, Aubrey

10. Public comment:

11. Adjournment: Maura 1st, Dianne 2nd. The meeting closed at 8:27pm.

Next meeting: Tuesday, November 18, 2025 at 7:15pm