

Pease Public Library Board of Trustees

Date: October 15, 2025 4:00pm

I. Call to Order @ 4:04

- a. Roll call-Becky, Amy, Joyce, Abby, Jim, Charlene
- b. Accept the [minutes](#) from the September meeting-YES...Motion–*Jim*,
2nd–*Joyce*, All in favor
- c. No Public Comment

II. Reports

- a. Financial-no current, just last 2 months, still going through the audit
- b. [Director's Report](#)- (see report)
 - i. Circulation Statistics- 4829 total
 - ii. Programming – Fall programming
 - 1. Note: **CANCELLED** due to government shutdown-*The Universe: Why & How We Study It*, Thursday, November 6th at 6PM.
 - iii. Maintenance – Parking Lot Lights

III. Action Items: those needing motions and vote

- a. **Will the Trustees vote to accept \$141.00 in donations?**
YES...Motion–*Joyce*, 2nd–*Charlene*, All in favor
- b. **Will the Trustees approve adding Charlene Whitman as a second name on the Trustees bank account?** YES...Motion–*Jim*, 2nd–*Joyce*, All in favor
- c. **Will the Trustees approve closing on Friday, November 14th for staff professional development?** YES...Motion–*Amy*, 2nd–*Joyce*, All in favor
- d. **Will the Trustees approve the early closure on Wednesday, November 26th at 4PM for the Thanksgiving holiday?**
YES...Motion–*Jim*, 2nd–*Joyce*, All in favor
- e. **Will the Trustees approve the early closure on Wednesday, December 24th at 2PM for the Christmas holiday?** YES...Motion–*Joyce*, 2nd–*Amy*, All in favor
- f. **Will the Trustees approve the early closure on Wednesday, December 31st at 5PM for New Years?** YES...Motion–*Joyce*, 2nd–*Amy*, All in favor

- g. **Will the Trustees approve the new [Social Media Policy](#)?**
YES...Motion–*Jim*, **2nd**–*Charlene*, All in favor (with punctuation corrections)
 - h. **Will the Trustees approve the new [Programming Policy](#)?**
YES...Motion–*Joyce*, **2nd**–*Jim*, All in favor (with punctuation corrections)
 - i. **Will the Trustees approve the [Policy Review Schedule](#)?**
YES...Motion–*Amy*, **2nd**–*Joyce*, All in favor
- IV. Summary List** of decisions made, directives and actions to be completed with deadlines
- a. Joyce still planning to talk Sandra (from PAREI) re: solar
- V. Announcements**
- a. 2 capital improvements projects for next year
 - i. Repair water damage on the outside of the building (not the whole building at once) -\$14,500 quote (but putting aside 20K to be safe)
 - ii. Replace HVAC 2-2-2-1 each year
- VI. Next Meeting Date:** November 19, 2025 @ 4:00 pm.
- VII. Adjournment @ 4:27**