

ROBERT W. BARLOW MEMORIAL LIBRARY BOARD OF TRUSTEES

MINUTES

Monday, November 3, 2025 5:34 P.M.

Robert W. Barlow Memorial Library Community Room

Board of Trustees president, Brad Cutler, called the meeting to order at 5:34 pm. Other board members present were: Alison Campbell, Sarah Gilbert, Eric Lorenzen, Dawn Parker, and Mike Rottink. Also present was Erin Finnegan-Andrews, Library Director.

The agenda for the meeting was presented. **Moved by Rottink, seconded by Gilbert to approve agenda as presented. Approved unanimously.**

The minutes of the last meeting were presented. The minutes will be amended to include the vote conducted by email to raise the CIP FY26/27 landscaping amount by \$8,000. **Moved by Parker, seconded by Campbell to approve minutes as amended. Approved unanimously.**

The bills from October were presented for the Board's review. A large reimbursement was received from the Friends of the Library for the furniture project and the annual State Library direct state aid was received. Summer landscape maintenance and supplies for fall programs were paid for. **Moved by Parker, seconded by Rottink to approve payment of the bills. Approved unanimously.**

The Monthly Report and the Director's Report to the Board were presented.

\*Adult circulation was up in October and no book tubs went out for juvenile circulation. DVD circulation also increased.

\*October was a big month for extra programming, with the Calkins Nocturnal hike, Halloween event, Downtown Trick or Treat, and day care storytimes for kids and the puzzle competition and author program for adults.

\*The Gift Account balance is \$145,178.64.

\*The landscaping refresh in front of the library is underway.

\*Freaky Fun Days brought in around 150 people to the library.

The Friends of the Library approved reimbursements and will again be offering scholarships for high school seniors. The fall newsletter and membership renewals have been sent out.

There was no input from the public at the meeting.

Items for Discussion:

\*Riverbend Middle School student Isabel Gilbert presented her plan for a Conservation Station. **Moved by Rottink, seconded by Parker to approve placement of the station in front of the library. Approved unanimously.**

\*The Board reviewed the Long Range Plans 2024-29. **Moved by Parker, seconded by Campbell to approve the Long Range Plans as presented. Approved unanimously.**

\*The Board completed training on book purchasing.

**Moved by Parker, seconded by Lorenzen to adjourn at 6:28 pm. Approved unanimously.**

The next meeting will be at the library on Monday, December 1, 2025 at 5:30 pm.

Submitted by Sarah Gilbert