

Guernsey Memorial Library
Board of Trustees
February 12, 2026
DRAFT

Attendance: A. Eaton, D. Miner. P. Giltner, L. Chwazik, J. Clement,
C. Dalrymple, K. Hazen, W. Burdick
Absent: P. Wolford, L. Mealing

Meeting called to order by President Eaton at 5:08 pm.

Minutes of the January 8, 2026 meeting were unanimously approved upon a motion by
P. Giltner. 2nd D. Miner.

Treasurer's Reports for December 2025 and January 2026 were presented.

As of the end of January 52% of the budget has been spent and 82% of the budget
has been spent or encumbered. 60% of the revenue has been received. The April
report will show that the cash from the Investment Account has been invested.
The treasurer's Report was unanimously approved upon a by L. Chwazik. 2nd
by P. Giltner.

Finance Committee:

Bills were paid upon a unanimous vote for the motion made by J. Clement.
2nd D. Miner.

Budget Transfers:

\$2,200.00 from L7410.180 Library Aide Salaries (p/t) to L7410.160 Personnel/Payroll
Coordinator Salaries.

\$10,913.00 from L7410.180 Library Aide Salaries (p/t) to L7410.179 Library Clerk
Salaries (f/t).

The motion to approve these Budget Transfers was made by D. Miner. 2nd L. Chwazik.
Unanimously Approved.

Director's Report: C. Dalrymple (Attached.)

Director working on upgrading phones to Voice Over Internet Protocol.

Children's Librarian: K. Hazen (Attached)

The Children's Area has been a busy place this month.

Board:

4CLS designs our website. C. Dalrymple and K. Hazen update it. At this time the directors are asked to check out websites from other libraries that are attractive and easy to use. A subcommittee will be formed to suggest updates to our website and to make it WCAG and ADA compliant.

The Board was reminded that Forms for the Director's Evaluation will be distributed next month.

Unfinished Business

After months of evaluation and edits of the Library's Lease of the Building from the Norwich City School District, the Board unanimously agreed to sign it upon a motion by P. Giltner. 2nd D. Miner.

Audit Progress:

W. Burdick and J. Whitney will continue to help with the audit.

New Business:

C. Dalrymple is working on the Budget for 2026-27

The Board went into Executive Session at 6:14 pm to discuss a personnel matter upon a motion by P. Giltner. 2nd D. Miner. The Board returned at 7:06 and no action was taken.

As there was no further business, the meeting adjourned at 7:08 pm upon a motion by D. Miner. 2nd J. Clement.

J. S. Clement, secretary