



**Minutes of the Meeting
Flint Public Library
Board of Trustees
Monday, December 9, 2024**

NOTE: This meeting was hybrid; it was held both in-person and via Zoom. Meeting minutes are on the Library and Town websites.

Board of Trustees Present: Mark Moreschi, Chair; Susan Piccole, Vice Chair/Secretary; and Kosta Prentakis, Treasurer; Maria Paikos-Hantzis, Allison Sloan

Others Present In-person: Loretta Swift Johnson, Library Director, Jackie Bresnahan, Annie Wilton, and Stefanie McKanas, Recording Secretary (on Zoom)

A. CALL TO ORDER: Mr. Moreschi called the Library Board of Trustees Meeting to order at 7:02pm.
* Ms. Sloan announced that she is recording the meeting on her own personal electronic device.

B. SIGNING OF BILLS: Mr. Moreschi confirmed he signed the bills.

C. APPROVAL OF MINUTES:

Minutes from October 16, 2024:

- **Mr. Prentakis motioned to accept the minutes from October 16, 2024 as amended. Ms. Paikos-Hantzis seconded the motion, all were in favor.**

D. FRIENDS OF THE FLINT (Annie Wilton, Liaison):

- Ms. Wilton stated that as of November 30th, the annual FY25 campaign has raised \$11,546.04.
- Ms. Wilton stated that the Friends are anticipating donations from the Curvey Foundation and the Turkey Trot. Last year the donations were each \$3,000.
- Ms. Wilton stated that the Pop –Up Book sale raised \$223 on December 5th.
- For FY 26, the Friends increased the program budget to \$3,000 which is divided evenly between children's, tweens, and adult programing.

E. TRUSTEES' REPORT:

1. Review Policy #22: Exhibits and Displays Policy

- **Ms. Paikos-Hantzis motioned to approve the edits as described in Policy #22. Ms. Piccole seconded the motion, all were in favor.**

2. Act on Director Recommendation to Rescind Policy #20: AV Borrowing Policy

- **Ms. Piccole motioned to rescind Policy #20: AV Borrowing Policy. Ms. Paikos-Hantzis seconded the motion, all were in favor.**

F. TREASURER'S REPORT:

1. Act on Recommendation Regarding Financial Accounts

- Mr. Prentakis stated that additional records were discovered, leading to improved identification of expenses.

- Mr. Prentakis stated that the check for the Essex Tech scholarship recipient was never issued and that the scholarship account is now depleted. Mr. Moreschi will issue a check to the scholarship recipient and then close out the checking and Fidelity accounts.
 - **Ms. Paikos-Hantzis motioned move to transfer 100% of the assets held by the Flint Library Trustees to Town to be held for the benefit of the Flint Public Library with 46.4% being the BF Emerson fund and the accumulated income above the initial gift of \$10,000 to be used by the Flint Public Library Trustees for the Library expansion, major renovations or unforeseen emergencies, 23.58% being the Emerson Fund and the accumulated income above the initial gift of \$12,000 to be used by the Flint Library Trustees for the Library expansion, major renovations or unforeseen emergencies and with 29.97% to be used by the Flint Trustees for the benefit of the Library. Ms. Sloan seconded the motion, all were in favor.**
- 2. Act on Recommendation to Rescind Policy #16: Trust Fund Investment Policy:**
- **Mr. Prentakis motioned to rescind Policy #16: Trust Fund Investment Policy. Ms. Paikos-Hantzis seconded the motion, all were in favor.**

G. DIRECTOR'S REPORT:

1. Presentation of November Circulation and Budget Report:

- Circulation for November FY25 was 6,238 (-726) overall YTD in circulation from last year)
- Attendance for November FY25 was 4,461(+531) overall YTD in attendance from last year)
- November Budget: Ms. Swift Johnson stated that the State Aid fund of \$12,352.85 was deposited on December 5th.

Approve Library's Proposed FY2026 Operating Budget and Supplemental Requests

- **Mr. Prentakis motioned to accept the FY2026 Operating Budget as proposed. Ms. Paikos-Hantzis seconded the motion, all were in favor.**
- **Ms. Piccole motioned to accept the Supplemental Budget Requests as presented. Mr. Paikos-Hantzis seconded the motion, all were in favor.**

2. Program Statistics:

- There were no questions from the Board regarding Program Statistics.
- Ms. Swift Johnson stated that November's programs had a total of 681 engagements (558 attendees, 123 passive programs).

3. Staffing and Training Updates:

- Ms. Swift Johnson stated that the Director's Summit on November 7-8th was a great networking event and it was worth attending.
- Ms. Bresnahan provided a follow up regarding Ms. Swift Johnson's extended period of leave, starting at the end of December. Operational work will be supported by the Town Administration Department and coverage will be provided by BiblioTemps.
- Ms. Bresnahan also stated that Michelle Deschene-Warren, Assistant Library Director, will also be having an extended period of leave, effective December 9th.

4. Building Updates:

- Ms. Swift Johnson stated that MacInnis Electric is working on getting a quote to upgrade the lighting control system.
- Ms. Swift Johnson stated that the computer software was purchased and delivered for the electronic kiosk in the Library's vestibule. It will be installed as soon as possible.

- Ms. Swift Johnson stated that there is a new entry mat with the Library's logo in the main entrance.
- Ms. Swift Johnson thanked the Garden Club for decorating the Library during the holiday season.
- Ms. Swift Johnson thanked Middleton Electric Light Department and MacInnis Electric for repairing the lamp posts in the Historical Society side of the parking lot.
- Ms. Swift Johnson stated that the Wreaths Across America event is on Saturday, December 11th at 12pm at Oakdale Cemetery.

5. Library Programs and Services Updates:

- There were no questions from the Board regarding staff training workshops.
- Ms. Swift Johnson stated that 400 glow necklaces were handed out at the Pumpkin Festival on October 26th (82 visitors at the Library booth).
- The Veterans Memorial ceremony on November 11th was well attended.
- Ms. Swift Johnson expressed her enthusiasm for participating in this year's Turkey Trot, which was a tremendous success, drawing a record number of attendees.
- Ms. Swift Johnson thanked Paige for setting up the pop-up book sale on Dec 3rd.
- Approve List of 2025 Observed Holidays:
- **Ms. Paikos-Hantzis motioned to approve the 2025 Observed Holiday List as presented. Mr. Prentakis seconded the motion, all were in favor.**

H. NEXT MEETING:

- The next meeting of the Board of Trustees will be on Monday, January 13, 2025 at 7:00pm.

I. ADJOURNMENT:

With no further business, Ms. Paikos-Hantzis motioned to adjourn. Ms. Piccole seconded the motion. All were in favor. The meeting adjourned at 9:27pm.

Respectfully Submitted by Stefanie McKanas, Recording Secretary