

SPECIAL MEETING MINUTES

Preston Public Library Board of Trustees

Monday, July 7, 2025 @ 6:30 pm

In person at the Library

Present: Kate Allingham, Kelly Ennis-Davis, Edie Sowa, Jenn Hollstein, Diane Deedy (Director)

1. Call to Order - Kate called meeting to order at 6:37pm
2. Acceptance of previous meeting minutes
 - a. June 9, 2025 – Regular Meeting - Kate made a motion, Edie seconded, passed unanimously
3. Public Comment - none
4. Treasurer's Report - on file
5. Correspondence– Chelsea Groton Bank Foundation grant awarded \$3,500 for mobile shelving
6. Director's Report
 - a. Circulation figures up for June
 - b. Largest expenses were tax return, programming, and repairs and maintenance
 - c. Summer programming began
7. Normal Business
 - a. Transition - Diane's last day is July 12, 2025; Present Library staff member Andrea Buka will become the Interim Library Manager effective July 13, 2025
 - b. Finance - Kate made a motion to discuss bookkeeping services with Dougherty, Beals, and Bank; Jenn seconded, passed unanimously
 - c. Facilities - Repair in attic fixed by Public Works; HVAC maintenance completed
 - d. Staffing - Performance Evaluations almost completed
 - e. Programming - scheduled through the summer
 - f. Town Meetings - some members will attend upcoming meetings
8. New Business - none
9. Public Comment - none
10. Adjournment - Kate made a motion to adjourn at 7:55pm; Edie seconded; passed unanimously