

REGULAR MEETING

Preston Public Library Board of Trustees

Monday March 9, 2026 at 6:30pm

In person at the Library and on Zoom

Present: Kate Allingham, Kelly Ennis-Davis, Edie Sowa, Brian Konikowski, Jen Konikowski, Melissa Lennon, Roberta Charpentier, Joe Caron, Natalie Caron, Yana Kozleva, Amber Lavallee (Manager), Jenn Hollstein (Friends of the the Library President)

Absent: Laurie Waldron

1. **Call to Order** - Kate called the meeting to order at 6:32pm
2. **Executive Session:** Personnel Matter
 - a. Joe made a motion to move into Executive Session at 6:33pm; Brian seconded; all in favor; motion passed
 - b. Joe made a motion to exit Executive Session at 7:50pm; Jen seconded; all in favor; motion passed
3. **Motion**
 - a. Kelly made a motion: *The Board acknowledges it reviewed the information presented regarding the reported statement and considered the matter as a gatekeeping issue. Based on that review, the Board determined that continued employment would require workplace controls that are not feasible within the Library's small operational setting. Further, the Board separately considered concerns regarding conduct described as stress-inducing behavior and directed that appropriate remedial action be taken consistent with Library policies. The Board's actions reflect its independent evaluation of workplace safety considerations and employee conduct accountability;* Melissa seconded; In favor: Kelly, Melissa, Kate, Edie, Roberta, Natalie, Jen, Brian, Yana (9); Opposed: Joe (1); Absent: Laurie (1); Motion passed
4. **Acceptance of Previous Meeting Minutes**
 - a. February 9, 2026 - Regular Meeting - Kate made a motion to accept; Kelly seconded; all in favor; motion passed
 - b. March 3, 2026 - Special Meeting- Kate made a motion to accept; Kelly seconded; all in favor; motion passed
5. **Public Comment**
 - a. Jenn Hollstein, President of Friends of the Library
 - i. Reported the Library staff asked for funds for the upcoming Kentucky Derby fundraiser
 - ii. She had concerns if the fundraiser would be profitable
 - iii. She suggested postponing the fundraiser to allow additional time to plan additional revenue opportunities
 - iv. Jenn also asked for clarification of the Library's work from home policy
6. **Treasurer's Report:** on file
 - a. Kate reported the Profit and Loss Statement was not received by meeting time from the bookkeeper
7. **Correspondance**

- a. Laurie Waldron - resignation from the Preston Public Library Board of Trustees; Kate made a motion to accept the resignation; Edie seconded; all in favor; motion passed

8. Manager's Report

- a. Seed Library sponsored by Ocean State Job Lot and UConn Master Gardeners available
- b. PPL will participate in the CT Passport to Libraries program beginning in April
- c. The Friends of the Library installed shelving in one public restroom
- d. Public Works will be contacted to help address gutter drainage issues near the main entrance which has resulted in ice formation on walkway
- e. Updated job descriptions are being drafted

9. Old Business

a. Finances

- i. Proposed FY 2026-2027 budget was presented to the Board of Selectmen and entered into ClearGov.

b. Nomination of New Board Officers

- i. Edie made a motion to appoint Yana as Board Treasurer; Kate seconded; all in favor; motion passed
- ii. Edie made a motion to appoint Kate as Board President; Brian seconded; Kate abstained; motion passed
- iii. Edie made a motion to appoint Jen as Board Vice President; Brian seconded; all in favor motion passed
- iv. Edie made a motion to appoint Melissa as Board Secretary; Kelly seconded; Melissa abstained; motion passed

c. Probationary Employees

- i. Amber will complete evaluations of two most recent staff hires this week
- ii. Amber will complete a self evaluation and submit to the Board later this week

d. Fundraising

- i. The Kentucky Derby fundraiser is postponed; Amber will contact Preston Ridge Vineyards and the caterer to reschedule

e. Cleaning - an additional quote is pending

10. Public Comment - none

11. Adjournment

- a. Kate made a motion to adjourn at 8:57 pm; Brian seconded; all in favor; motion passed

Next meeting: Mon April 6, 2026 at 6:30pm at Library with virtual option

Respectfully submitted,
Kelly Ennis-Davis