

Saranac Clarksville District Library
Minutes of Regular Board Meeting

August 20, 2025 6:30pm
Clarksville Branch

Meeting called to order at 6:28pm by President Becky Fitzpatrick.

Present: Becky Fitzpatrick, Abigail Guernsey, Sarah Rose, Amanda Hull, Jodi Bird, Randi Williams, Kylee Grilley, Alex Larson

Absent:

0 visitors attended.

Agenda was approved. (Guernsey/Williams)

1. Add Adjust Existing Budget under proposed budget

Minutes of the June 2025 meeting were approved.(Rose/Grilley)

With the changes below:

1. Two typos under Friends of the Library
 - a. Change Gowen to Govern
 - b. Change member to Friends

The June 2025 Financial Report was reviewed and approved. (Bird/Hull)

1. Alex to discuss Capital Outlay overage with the Accountant. Board will discuss how much to pull out of the Capital Outlay CD in September's meeting to cover the overage.

The July 2025 Financial Report was reviewed and approved. (Hull/Rose)

1. Capital Outlay overage was identified in the June Financial was reflected in July's report as well.

Director Report

1. The Summer Reading program was a success and staff is already planning for next year's program.
2. September is Library Card Sign Up Month. Alex and team are working on a promotional activity to celebrate.
3. Hosted a booth at Clarksville Ox Roast, interacting with the community and promoting the library. Saranac Bridge Fest will be on August 23 with the same activities.
4. Alex is building over 25 new kits for the Library of Things.
5. Three staff members just celebrated their one year anniversary working for the library.

Business:

Draft Proposed FY 2025/2026 Budget

1. Reviewed the proposed budget highlighting changes from the prior year and programs for the coming year.
2. There may be adjustments to the existing budget based on information gleaned from the accountant regarding Capital Outlay. This may affect FY 2025/2026 budget lines as well.

Vredeveld Haefner LLC Agreement (Hull/Guernsey)

1. The board passed a motion to accept the 5-year quote for yearly audits.

Clarksville Elevator Update

1. Reviewed quotes and options for various style elevators. Alex will continue to seek answers to questions for the project.

Director Review

1. Discussed the Director Review.
 - a. Jodi will edit the document with suggested changes and provide to the board members. Board members will complete the review and submit individual feedback to Becky by September 10. This will be reviewed at the next meeting.
 - b. Alex will prepare goals for the review with Becky.

Open Board Chair - Vice President (Bird/Hull)

1. Abigail Guernsey was nominated and accepted into the Vice President position.

Public Comment

1. None

Meeting was adjourned at 7:44pm by motion from Williams, second by Guernsey.

Next board meeting September 17, 2025 @ 6:30pm – Saranac branch

Respectfully Submitted - Jodi Bird, Secretary