

Saranac Clarksville District Library
Minutes of Regular Board Meeting

October 15, 2025 6:30pm
Clarksville Branch

Meeting called to order at 6:31 pm by President Becky Fitzpatrick.

Present: Becky Fitzpatrick, Amanda Hull, Randi Williams, Kylee Grilley, Alex Larson

Absent: Abigail Guernsey, Jodi Bird, Sarah Rose

0 visitors attended.

Agenda was approved. (KG /AH)

1. Change Boston to Berlin Township board terms.

Minutes of the September 2025 meeting were approved.(BF/RW)

With the changes below:

1. One typo under new business - "Elevator" is in the wrong line. Should move to the following line - Clarksville Elevator/Kitchen remodel.

The September 2025 Financial Report was reviewed and approved. (AH/KG)

1. Comments
 - a. Approved. Question to accountant about current FY purchases that will hit in the next FY.

Director Report

1. Current book supplier closed. Current book purchases made via Amazon until finding a new supplier.
2. Annual report is open and currently working on it.
3. Boo Bash moved and will be participating in community Trunk or Treat.
4. Planning staff in-service day - Nov 5. CPR training.
5. Auditor scheduled for Dec 22 & 23.

Business:

Berlin Township & Saranac Schools Board Term Renewals

1. Amanda Hull will continue to serve for Saranac Schools & Abigail Guernsey will continue to service for Berlin Township.

Clarksville Elevator & Kitchen Remodel Architect (AH/RW)

1. Received a quote from an Architect before moving forward with quotes for the actual contracting work in order to better communicate what we are looking for.
2. Voted & approved to go ahead with the quote from the architect.

Library of Things Policy (BF /AH)

1. Approved with the exception that the "Conditions of Use for Listed Things" is being looked at by the lawyer and will be an evolving list of items.

2. The director will also look at updating the current liability policy to cover the liability for certain items.

Accounting Update & Bill Pay Changes (BF/RW)

1. Accountant no longer with the company. Now working with a new accountant.
2. Approved to move to an online bill approval process and use billpay versus physical checks.

Public Comment

1. None

Meeting was adjourned at 7:54 pm by motion from Grilley, second by Williams.

Next board meeting November 19, 2025 @ 6:30pm – Saranac branch

Respectfully Submitted - Randi Williams