

HAZELTINE PUBLIC LIBRARY

BOARD MEETING August 26, 2025 – 5:00pm MINUTES

AGENDA ITEMS

Present/Absent

Call to order/Attendance

Call to order at 5:07pm

Katie Smith-Library Director	P
Kim Butler-President	P
Christine Frankson-Vice Pres	P
Judy Haller - Treasurer	P
Deb Siggins - Secretary	P
Jennifer Parkinson	P
Nikole Knobloch	P

Review and Approve meeting minutes from last meeting (7/15/2015)

MTA	MS	A/F
NK	JP	Approved

Correspondence/Public Expression

An invitation from the Busti Historical Society was received to ask HPL to conduct a Story Time during 2025's Apple Festival. Katie will do a story September 27th at 11 am and Chris will do a story September 28th at 1:00 pm.

Treasurer's Report

MTA	MS	A/F
DS	CF	Approved

Director's Report (July/August)

Buildings and Grounds

The storage cabinet for the children's nook has been installed. The seat cushions are in place, and rearranging and adding new items continues.

Community and Public

The Spring author series averaged 7 attendees each week with a high of 13, and a low of 4. New faces were seen at the library and new authors are interested for fall in addition to popular ones returning. Fall series begins September 16th and is currently scheduled until early November. The children's area is available if weather becomes a concern.

Thursday morning programming averaged 5 kids per week. We would like to switch next summer's programming to Tuesdays. Grab and Go lunch currently has 29 kids enrolled for lunches through August 29th.

CCLS awarded HPL \$400 for Summer programming, \$150 was used for Audubon Animals and \$130 for Infinity Music, with the remainder to cover supplies. There were three outside presenters – origami, chalk art, and sea glass. Proposed to give each a \$50 stipend - \$120 from the grant and remainder from library programming funds.

MTA	MS	A/F
JH	NK	Approved

October 25th is trunk or treat in Busti and October 29th is Fun Fest at the Safety Village. A proposal to use \$2975 for book purchases to give away at these events.

MTA	MS	A/F
DS	JP	Approved with one opposed

Library Updates

Passport program has 61 stamped passports.

Library Skills Academy awarded \$200 scholarship making our cost \$0.

NYLA conference November 4-8 Katie is registered and Susan will cover the hours.

Fiscal

2025 budget review is to begin soon with prep for 2026. 259 funds for 2026 are \$82,000. Mid year shows us in good financial shape.

CCLS is now providing our phone/fax service. This will replace Spectrum with a lower monthly cost. We will install an additional wireless access point to improve connectivity with a one time cost of \$152.

Personnel

Katie will be off September 8-12, Susan will be off late November early December. Katie will have 58 remaining hours after her September time off.

Old Business

Holiday closings – Library will close at 5 PM on Christmas Eve and NY Eve, Susan will work both those days. HPL will be closed on 12/25 and 1/1/26 but open on the Friday and Saturday following the holiday and Susan will cover her regular hours.

New Business

Plan to update a Community report trifold. An email will be sent out to our patrons and the trifold letter will be available for pick up at the library.

We would like to have a donate button on our website. The suggestion was made to open a separate bank account for the purpose of linking with Paypal. Judy and Kim will work on opening the account.

Adjourn

Adjourn at 6:22pm

MTA

JH

MS

JP

A/F

Approved

Next meeting scheduled for:

Date: September 23, 2025

Time: 5:00pm

Respectfully submitted by: Deborah L Siggins