



Board of Library Trustees
Gladys E. Kelly Public Library, 2 Lake Street, Webster, MA
Minutes for Thursday, July 10, 2025

In Person Attendance

Rich Franas, Board Chair; Jeanne Mikels, Secretary; Martina Koziak, Treasurer; and Mary Chabot. Evan Hale, Assistant Director and Board Clerk was also present. Susan Veshi and Rena Klebart were absent.

In Virtual Attendance

Sue Buehler and Sondra Murphy, Library Director

Meeting Called to Order

Meeting called to order at 5:00PM

Minutes:

Mary moved to approve the minutes as written; Martina seconded. Roll call vote: Mary - aye, Sue - aye, Martina - aye, Rich - aye, Jeanne - aye. The motion passed unanimously.

Reports

Trustees Report from the Director

Sondra mentioned Sy Montgomery's amazing visit. She also mentioned the new walls had been installed and look like they belong in the library as they blend in perfectly. Evan spoke about the increased usage of the Library in FY25.

Warrants and Financial Reports

Martina signed the following warrants a week before the meeting:

Date	Desc	Amount	Approved
6/6/2025	A/P	3,611.08	Y
6/13/2025	A/P	2,071.39	Y
6/18/2025	A/P	2,841.13	Y
6/7/2025	PR	6,742.25	Y
6/14/2025	PR	7,228.93	Y
6/21/2025	PR	8,233.08	Y
6/28/2025	PR	6,686.25	Y

She also spoke about the financial reports.

Friends Update

Sondra gave an update on the last Friends' Board Meeting. The Friends' annual meeting will be Thursday, September 11th at 6:30PM.

Unfinished Business

Programming Policy Update

Evan spoke about the changes made to the Programming Policy. Mary moved to approve the most recently amended version of the Programming Policy; Martina seconded. Roll call vote: Jeanne - aye, Mary - aye, Sue - aye, Martina - aye, Rich - aye. The motion passed unanimously.

Annual Action Plan Discussion

The new annual action plan was distributed and will be reviewed at the next meeting.

Staffing Update

No updates.

Grants Update (United Way/NEA)

We did not receive the NEA Grant but did receive \$3,000 from the United Way.

Office Furniture Update

Sondra will meet with our rep from KI to discuss the required office furniture adjustments.

Advocacy Update

Rich did not have a chance to speak at the Killdeer Island Club. Mary spoke about the Nest to a Dudley business owner at the Dudley Yard Sale Day. Jeanne mentioned that National Night Out, which has been rebranded, will feature local businesses, and will be attended by representatives from the Library.

Friends Joint Meeting Discussion

Plans for a joint meeting with the Friends are in process.

Investment Portfolio

Rich has not met with Town Accountant Tim Bell yet but will arrange a meeting shortly.

New Business

Teen Room:

Teenagers have been causing many troublesome issues. Following discussion, Mary moved to allow Sondra to close the room for 2 weeks or longer if needed; Martina seconded. Roll Call Vote: Martina – aye, Sue – aye, Jeanne – aye, Mary – aye, Rich – aye. The motion passed unanimously.

Adjournment

Martina moved to adjourn; Jeanne seconded. Roll Call Vote: Mary - aye, Jeanne - aye, Martina - aye, Sue - aye, Rich - aye. The meeting adjourned at 5:49PM.

Respectfully submitted,

Jeanne Mikels, Secretary

Evan Hale, Clerk

Exhibits (to be posted on the Library Website)

Director's Report

Financial Reports

Minutes Approved: August 14, 2025