

IL Library Board of Trustees Meeting Minutes December 18, 2025

● **Call to order @ 5:04 pm**

Present: Susan Rollings, Ben Conboy, Beverly Cannan, Chelsea Provost (via Zoom), Beth Lomnitzer (via zoom)

Not present: MJ Rathbun

● **Public Comments 5 minutes - Molly Provost, no comments**

● **Review and approve minutes from prior meeting**

- Beverly made a **MOTION** to approve minutes **MOTION** seconded by Ben **MOTION** passed

● **Review and approve payment of bills: Motion made by Ben to approve payment of bills, Second by Chelsea Motion passed**

● **Review directors report:**

- New JA Fees: Delivered from SALS; 2026 forecasted fees are actually down due to decreased circulation
- Board reviewed new policy presented regarding procedure for requesting time off; see below
- NYS Dept. of Civil Service reached out about holding quarterly classes/workshops. Susan will get more information for the potential of outsourcing future programming.

● **Report of Special Committees : - Policy Updates: Environmental / Extreme Weather, Closure;** report tabled until January

● **Old Business**

● **Long Range Plan review committee members are:** Susan, Mary Jean, Beverly, Jen and Martha from library staff. Community Members to include: Bill Buxton (**confirmed interest 12/16/25**), considering Jeff Lemulson

- We received some great feedback and specific points of gratitude via letters attached to recent donations that will be taken under consideration while evaluating / updating the Library's long range mission

● **New Business:**

● **Policy Review**

- "Procedure for Requesting Time Off" reviewed and approved as written to adopt with immediate effect, 12/18/25. **Motion made by Beth, Second by Beverly, Motion passed.**

● **Executive Session N/A**

- Reason
- Time in: Time out:
- Action taken after executive session:

Next Meeting January 15th at 5 pm.

MOTION by Ben to adjourn; **MOTION** seconded by Beverly; **MOTION passed**
Meeting Adjourned @ 6:02 pm .