

NEWMAN RIGA LIBRARY
Board of Trustees Meeting
November 17, 2025

Present: Director Lynn Brown, Monica Blank, Joan Hawthorne, Linda Branch, Mary Christina Jones, Francis Schwalm, Ann-Marie Dean, Kari Cameron, Debra Landers

Absent: Martin Zess, Pamela Kissel

Call to Order: President Monica Blank called the meeting to order at 6:03 p.m.

Adoption of Agenda: Motion to adopt Agenda made by Linda Branch, 2nd by Ann-Marie Dean-unanimously approved.

Public Comments: None

Approval of Prior Meeting Minutes: Motion to approve September 22, 2025 meeting minutes made by Ann-Marie Dean, 2nd by Joan Hawthorne-unanimously approved.

Treasurer's Report:

Main Checking	\$18,852.70
Business Savings	\$ 6,644.40
Bullet Aid	\$16,884.92
Comm ODP7611	\$ 0.00

Budget Status Reporting:

- Joan Hawthorne reported no major changes going on. She provided all Board Members with a picture of a graph depicting activity.
- Director Lynn Brown reported the library received a donation of \$2,000 from Brenda Sage Frank. She also reported that the builder requested a \$10,000 draw which was given to him.
- Discussion on forming a new line item to the Profit & Loss Budget Performance report which would possibly be called "Transfer of Investments".

Director's Report: Director Lynn Brown reported on Programming, Financial, Building & Maintenance, Meetings Attended, and Circulation Statistics. A written copy of the full report was provided to all Board Members.

Fundraising and Community Engagement: Kari Cameron reported on the Art Show. She also informed the Board that the Committee would be receiving a donation from Wegmans

to purchase gingerbread house kits. The Wine Tasting Event is being scheduled for January 17, 2026 to be held at Wines by Design.

Old Business: Director Lynn Brown reported the renovation began on October 21, but there was a problem with the bathroom tile which will set the completion of the job back 2 weeks.

New Business:

-The application from the possible new Trustee Board Member, Barbara Mitrano, was discussed. **Motion to approve Barbara Mitrano to serve on the Board beginning January 1, 2026 made by Linda Branch, 2nd by Ann-Marie Dean-unanimously approved.**

Budget: Motion to approve the finalized budget with proposed changes made by Joan Hawthorne, 2nd by Francis Schwalm-unanimously approved.