

CVW Long Lake Public Library

BOARD MINUTES

Tuesday, December 16, 2025 6:00 pm

ROLL:

President, Rick Paula	Present	APPROVED
Vice President, Kent Stanton	Present	JANUARY 20TH, 2026
Vice President of Finance, Donna Furlong	Present – arrived at 6:25 pm	
Secretary, Marcia Acita	Present	
Trustee, Pam St John	Present	

Kristel Guimara, Library Manager
Sue Kunzmann, Clerk

President Rick Paula called the meeting to order at 6:00 pm

AGENDA, MINUTES AND EXPENDITURES:

Approved: On Motion by Pam, seconded by Marcia, with all in favor of adopting the **Agenda** for the December 16, 2025 meeting

Approved: On Motion by Kent, seconded by Pam, with all in favor of approving the **Minutes** of the November 18, 2025 meeting

Approved: On Motion by Kent, seconded by Pam, with all in favor of approving the **Expenditures** for the period November 19, 2025 through December 16, 2025

MANAGER’S REPORT:

Kristel reported that Brian has completed the Financial Worksheet for the annual report. Brian will continue to complete the Worksheet annually.

Baker & Taylor owned Collect Connect, which is the platform used for the Annual Report. SALS has no information on the procedure for this year.

Mike Rossi has completed a draft of the audit he completed. A few sections needed additional information, and Kristel said she has given him the additional information. Kristel and Donna will follow up.

Upcoming Events:

- December 23, 2025 – Writing Circle with Eleanor Stanton
- March 7, 2026 – Café Livre with Peter & Sherian
- March 14, 2026 – Alzheimer’s Workshop with Lindsay Stanislawsky
- March 30, 2026 – Rescheduled Date for Coffee Tasting at Origin

Kristel is collaborating with the Friends to purchase books for students in all grades. The Friends contributed \$500, and a grant from the Pearsall Foundation will cover the balance.

The Friends Holiday Luncheon was a success. About \$2,200 was raised during the auction

The library is collaborating with the Indian Lake Movie Theater for Read & Watch. The library has purchased the books for the movies in the program. When a patron reads the book, he or she receives a voucher for free popcorn.

The Overdrive fee from SALS will increase by \$56.32, from \$243.41 to \$299.73
The monthly JA fee from SALS will increase by \$10.65, from \$277.76 to \$288.41

Kristel asked the Board if they would like to discuss the budget in January. The Board decided to arrive at 5:00 pm, in advance of the next Board Meeting. Kristel said that the discussion should include how to cover the cost of payroll. For the present year, \$5,000 was withdrawn from the Capital Fund CD

Kristel said that a letter has been sent to the Masons. They will provide a coat rack and boot tray. Bruce Jennings will coordinate with Kristel to replace the Masons symbol on the building

Kent will investigate replacing the present hot water tank with a smaller one.

COMMITTEE REPORTS:

PERSONNEL:

Rick said that the library has an amazing staff. He provided a summary of the self evaluation form everyone completed. Only one suggestion was received – a volunteer to help shelve materials in the summer.

Better public relations and outreach to the community would help strengthen the library's connection to the town and patrons

PROGRAM:

Pam will check with Tupper Arts about a local show

Next Meeting: Tuesday, January 20, 2025 at 6:00 pm

Adjournment: On Motion by Marcia, seconded by Donna, with all in favor, the Board adjourned at 6:30 pm