

**CVW Long Lake Public Library**

**BOARD MINUTES**

**Tuesday, March 17, 2026 6:00 pm**

**ROLL:**

President, Rick Paula	Present	<b>APPROVED</b>
Vice President, Kent Stanton	via Zoom	
Vice President of Finance, Donna Furlong	Present	<b>APRIL 21<sup>ST</sup>, 2026</b>
Secretary, Marcia Acita	Present	
Trustee, Pam St John	via Telephone	
Kristel Guimara, Library Manager	via Telephone	
Sue Kunzmann, Clerk		

President Rick Paula called the meeting to order at 6:03 pm

**AGENDA, MINUTES AND EXPENDITURES:**

**Approved:** On Motion by Marcia, seconded by Donna, with all in favor of adopting the **Agenda** for the March 17, 2026 meeting

**Approved:** On Motion by Donna, seconded by Kent, with all in favor of approving the **Minutes** of the February 17, 2026 meeting

**Approved:** On Motion by Donna, seconded by Marcia, with all in favor of approving the **Expenditures** for the period February 18,2026 through March 17, 2026

**MANAGER’S REPORT:**

Kristel said that the Department of Library Development has not yet unlocked the site to file the Annual Report. The report is due to SALS on March 28, 2026 and to the DLD on April 14, 2026. Brian Dukett has completed the Financial Section of the Report, and a copy was provided to Trustees

**Approved:** On Motion by Donna, seconded by Rick, with all in favor of approving the 2025 CVW Long Lake Public Library **Annual Report** to the State as presented, with the stipulation/proviso that the Library Director/Manager is authorized to make any subsequent technical or clarifying corrections as may be required or instructed by the State for final acceptance

Kristel has sent the Budget for 2026-2027 to all Board Members. The Tax Cap is \$172,577, and the Total Budget is \$181,354.

**Approved:** On Motion by Kent, seconded by Rick, with all in favor **transferring \$5,000** from the Interest in the former Savings Account CD to the Operating Account. The funds will be applied directly to the Payroll line item.

**Approved:** On Motion by Donna, seconded by Pam, with all in favor of approving the **Budget** for the 2026 – 2027 fiscal year

Kristel said that the Friends will fund Café Livre for 2026-2027

Rick said that he will run for another term on the Library Board

Upcoming Events:

June 12, 2026 – RiverJackZ

March 24, 2026 through July 17, 2026 – Gruffalo Storywalk

Kristel thanked Marcia for producing the quarterly newsletter

Board Members were given a Draft of the Audit. Donna will ask if the auditors can join the April meeting.

Kent said that the library ran out of fuel oil and there was no way to get into the basement because of snow and ice piles over the BILCO door. Kent will ask Chris Howe for suggestions.

Kent also said that there is no date on the hot water tank in the basement, but that it is in decent shape.

**OTHER BUSINESS:**

**Approved:** On Motion by Rick, seconded by Donna, with all in favor of setting the **Election date and time as Tuesday, June 16, 2026 from 2:00 pm until 8:00 pm**

**Next Meeting: Tuesday, April 21, 2026 at 6:00 pm**

**Adjournment:** On Motion by Donna, seconded by Pam, with all in favor, the Board adjourned at 7:07 pm