

The December 10, 2025 meeting of the Library Board of Trustees was called to order at 5:00 p.m. Members present were Lynda Lowe, Tracy Martorana, and Mary Young. Also present was Betsy Halvorsen.

**Public Comment:** No one from the public was present.

**Executive Session:** No executive session.

**Minutes:** The minutes of the November 12, 2025 meeting were approved on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.

**Treasurer's Report:** Attached. The board approved a journal voiding a mileage check from October. The motion was made by Lynda Lowe, seconded by Tracy Martorana, and carried unanimously.

**Approval of Bills:** Bills for December, totaling \$16,154.91 were approved on a motion by Lynda Lowe, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

**Old Business:**

- **Facilities:** Betsy Halvorsen will email a reminder to the school that the library will be open during the Christmas holiday and need the boiler working to full capacity. A commercial dehumidifier has been set up in the Children's Room. It seems to run automatically so it's been off with humidity being low with the heat on. The next facilities meeting is the first Wednesday of January.

**New Business:**

- **FFRPL Grant Final Report:** The board approved the final report for the 2025 FFRPL grant. The motion was made by Tracy Martorana, seconded by Lynda Lowe and carried unanimously. Betsy Halvorsen will submitted the signed and approved report to the FFRPL.
- **Review Public Library Budgets, Construction, and ADA Checklist:** The board reviewed the checklist, which was provided by Cole Adams at a trustee training.

**Other**

- **Integrated Systems VoIP Phone Quote:** The board approved the wireless VoIP quote from Integrated Systems on a motion by Lynda Lowe, seconded by Tracy Martorana and carried unanimously. Betsy Halvorsen will reach out to get the ball rolling.

The meeting was adjourned at 5:35 pm on a motion by Tracy Martorana.