

Minerva Free Library
Board of Trustees Meeting Minutes: October 7, 2025
“Libraries Change Lives”

Present Board Members: Judy Warren, Beth Armes, Chris Labuskes, Dianne Courtney-Freeman, Darlene Barney

Absent: Elizabeth Meeder, Karen Croscut, Vanessa Lutton

Director:Cindy Sears Guest:Forest McCray 6:31

Secretary’s Report: President Beth Armes called the meeting to order @ 6:02 PM.

The minutes from the September Board Meeting were approved. A motion was made by Chris and Seconded by Darlene. All:Aye

Director’s Report: Cindy Sears

The book shelves purchased with donations made in memory of Gladys Warren were constructed and put in place.

A thank you was given to the Munsee Family from Panama for the contribution of pumpkins for the library’s outdoor display.

Treasurer’s Report: Monthly report given by Darlene. It was pointed out that we have finally have our telephone and FAX accounts taken care of and they are accurate.

Buildings and Grounds Report: Nothing to report at this time.

New Business:

The annual Halloween Story Walk will take place on Saturday, October 18th from 10AM to Noon. The stations have been covered by volunteers that Judy has been in touch with.

Cindy will be having a meeting with LJ from CCLS to discuss our policies on our website.

Judy and Dianne will get in touch with Noble Winery because they may be interested in setting up an event with us in the future. Brainstorming will take place and idea will be brought back to the board at a future date.

Evaluations for the year were collected by President Armes. A time will be set up for executive session to go over the finding so that Beth can meet with Cindy to discuss.

Thankfulness Open House for Community. Date set for November 4th, from 6-8PM

Giving Tuesday is December 3, 2025

Fall Fest at SCS October 22, 6-7:30PM. A motion was made by Krista to cover the cost of items to be purchased to give to children in attendance. 2nd by Chris All:Aye

Policies were reviewed and approved as follows:

Computer Policy renamed

Customer Service Policy. Motion to accept Darlene, 2nd Chris All:Aye

Copyright Policy:Motion to accept Darlene, 2nd Chris, All:Aye

ADA Policy:Approved pending corrections. Motion to accept Darlene, 2nd Chris All:Aye

Grievance Process Policy:Approved pending corrections. Motion to accept Darlene, 2nd Chris All:Aye

Unattended Children Policy:Approved pending corrections. Motion to accept Chris, 2nd Darlene All:Aye

Vulnerable Adult Policy: Motion to accept Darlene, 2nd Krista All:Aye

Program Policy: Motion to accept Dianne, 2nd Krista All:Aye

Monthly Meeting Focus Topic:Policies

Next Meeting: Tuesday, December 2nd, 2025 **Adjournment:** President Arnes adjourned the meeting @ 7:28.

Respectfully submitted:Judith Warren