Clifton Springs Library- Board of Trustees Minutes April 16, 2026

Present: President: Bill Hunter, Vice President: Laura Janas, Secretary: Natalie Santy, Jane Hahn, Darolyn Fischer

Not present: Treasurer Bob Woodhouse, President elect: Karilyn Valesko-Foster, Lisa Maslyn, Grace Groot

Roll call was taken at 4:28 PM

No one was present for Public Comment

The Secretary's report was reviewed. Jane moved to accept the report, Laura seconded, all voted aye.

The Treasurer was absent and has been out of work due to a health issue. He has been in touch with the Director and will get caught up on the Treasurer reports once he is back to work, which will be soon.

The Director reviewed his report. Laura made a motion to approve the Director's report as written, and Linda seconded. All voted aye.

In addition a paper copy of the annual report was brought to the meeting for anyone to review. Program numbers are strong, physical circulation has been down.

Old Business:

Didn't hear back from Budget Blinds, new quote for conference room is from Vertical Elegance. Includes roller shades with remote, and black out shades and shades will be supported for the long term. Company works with current blinds and thy are no longer supported/ have parts available.

New Business:

Staff are taking a new Tech and Security Training. This is for all Evergreen users in the OWWL system. Its to educate staff on safeguarding patron information across the whole system, and to prevent data breaches. This would be a large liability to any library in the system if it were to happen in their individual libraries, as patron information is system-wide.

Plant sale posters are out, sale is scheduled for 5/9. Donations accepted anytime.

Book sale is June 11-13. Books, DVD's are being accepted.

Seasonal Warming and Cooling policy draft: This was presented for trustees to review and vote on at the next meeting.

Director is to review with staff the idea of having floating holidays, such as Presidents Day and Juneteenth, to potentially keep the library open on some Federal holidays.

Tummonds Grant: Director suggested that we may want to allocate some funds of this grant to increase the digital collection, as this grant is only for collection purchases, and the digital collection is where the growth of circulation is. Laura made a motion to allocate $1000 of the $4200 to digital collection purchases, and Jane seconded. All voted aye.

The Boy Scouts and YMCA had submitted a request to the library asking for dotation towards the Rotten Egg Run, as a fundraiser for the scouts and YMCA. It was discussed that funds for this shouldn't come directly from the library, as the library relies on tax payer funding and donations. Laura Janas offered to make a $50 donation so the library can make a donation and have a sign on the run course advertising the library.

Direct Access Plan: Ron Kirsop had emailed a request to library trustees and directors to review the Direct Access Plan and submit comments. This plan ensures that all residents of the OWWL system have library access, and discusses any limitations. If anyone wants to submit a comment, they are due April 30th.

Linda made motion to adjourn, motion seconded by Bill.

Meeting adjourned at 5:12 PM

Minutes respectfully submitted by Natalie Santy.