



Board of Trustees Meeting Agenda

6PM, November 18, 2025 at CCL, Earl Baker Conf Room

- I. Call to Order (Kim, 5 min)
 - A. Group Photo
- II. Approval of Minutes from October Meeting (Kim, 5 min)
- III. Treasurer's Report (Peter) (10 min)
 - A. Current Financials: [Balance](#) and [Income Statement](#)
 - B. Next steps
 - 1. EITC
 - 2. Keystone Grant Contact
- IV. Director's Report/General Updates (Nancy) (40 min)
 - A. [Narratives](#) and [Stats](#)
 - B. [2026 Budget](#)
 - C. [Purchases \(picnic tables, laminator, printer\)](#)
 - D. [Annual Review timing](#)
 - E. [Part Time Help for Temp Space](#)
- V. Board Items (Kim) (45 min)
 - A. Board Coverage
 - 1. Thanksgiving
 - 2. December Holidays and New Years
 - B. [Annual Appeal 2025](#)–
 - 1. [Annual Appeal Letter](#) circulated 20-Oct, BOT Donations
 - 2. Social Media, BOT members push out
 - 3. Donation Coupons–Physical locations refresh?
 - 4. Final Push Letter on behalf of Board
 - C. Site Updates
 - 1. Long-term Temp:
 - 1. Lease–status update–2 weeks
 - (1) Review changes
 - 2. Legal and Insurance review–2 weeks
 - (1) Review advice
 - 3. Contractor: Romaldo–2 weeks lead time
 - (1) Site Visit to CSL re: flooring
 - 2. CSL Library
 - 1. Building contents moved (ServPro)
 - 2. Weekly drive bys? HYS plan current
 - D. Social Media Policy
 - 1. Outstanding comments? Vote to approve?

- E. Misc
 - 1. Board Officer Gmail (Peter)
 - 2. Board 101, Oct 25 Feedback?
 - 3. CSL Tailgating Event, Nov 15–Do Again?
 - 4. EOY Recognition gift –Aileen? Volunteers?
- VI. Important Dates (10 min)
 - A. 12/2/205: Day of Giving
 - B. 12/6/2025: 11AM: CCLS training: Law for Library Workers
 - C. 3/7/2026: PALA – Virtual Institute
- VII. Adjournment
 - Next Board of Trustees Meeting: 6PM December 16, 2025 Earl Baker Conf Room*