



Board of Trustees Meeting Agenda

6PM, December 16, 2025 at Henrietta Hankin Community Room

- I. Call to Order (Kim, 10 min)
 - A. Welcome and Introductions
 - B. Time Keeper (Caroline)
 - C. Rabbit Holes (Peter)
- II. Approval of Minutes from November Meeting (Kim, 5 min)
- III. Treasurer's Report (Peter, 10 min)
 - A. Current Financials: [Balance](#) and [Income Statement](#)
- IV. Items for Discussion and Vote (15 min)
 - A. D&O Insurance: Discussion and Vote (10 min)
 - B. Social Media Policy (5 min)--Social Media Coor.
- V. Director's Report/General Updates (Nancy) (40 min)
 - A. [Narratives and Stats](#) (10 min)
 - B. 5-Year Strategic Plan (10 min)
 - C. Part Time Help for Temp Space (10 min)
 - D. Picnic Table status (check sent?)
 - E. Annual Review timing (Dec henceforth)
- VI. Board Items (Kim) (45 min)
 - A. Board Officer Openings (10 min)
 - 1. Secretary (January transition)
 - 1. Zoom script
 - 2. President (Q1 transition)
 - B. [Annual Appeal 2025](#) Update (5 Min)
 - 1. Final Push Letter on behalf of Board (Dec 17-19)
 - C. Director Annual Review (5 min)
 - 1. 17-Dec w KLM and CP
 - 2. Raise emailed for vote; respond by tomorrow
 - D. Site Updates (10 min)
 - 1. Long-term Temp:
 - 1. Final Lease: Final Insurance review--2 weeks
 - (1) Resolution: use clause, inspection (Nancy)
 - (2) Church--eval Longley recommendations
 - 2. Contractor: Romaldo--2 weeks lead time
 - (1) Site Visit to CSL re: flooring
 - 2. CSL Library
 - 1. Roof trusses replaced over main room
 - 2. [ServPro estimate](#) for floor removal
 - E. Misc (15 min)
 - 1. Board Officer Gmail (Peter)

2. EOY Recognition gift –Aileen? Volunteers?
 3. Q&A for David
- VII. Important Dates (5 min)
 - A. 16-Dec-2025: Finance
 - B. 3/7/2026: PALA – Virtual Institute
- VIII. Adjournment

Next Board of Trustees Meeting: 6PM January 20, 2026 Location TBD