

Haxton Memorial Public Library
Board of Trustees Meeting
January 21, 2026

PRESENT: Kim Gibson, Carol D'Alba, Denise DiMatteo, Lynette Crawford, Jessica Baker, Janet Klotzbach

CALL TO ORDER:

Meeting called to order at 6:37 pm

ADOPTION OF THE AGENDA:

Motion by Denise DiMatteo with second by Janet Klotzbach to adopt the agenda for January.
Motion carried.

APPROVAL OF THE MINUTES AND FINANCIAL REPORT:

APPROVAL OF SECRETARY'S MINUTES:

Motion by Lynette Crawford with second by Denise DiMatteo to approve December 15, 2025 minutes with changes. Motion carried.

TREASURER'S REPORT:

December month-end report shows \$100,249.21 in the checking account. \$79,298.99 in the savings account. \$150,000.00 in certificates of deposit. Motion by Jessica Baker with second by Janet Klotzbach to accept Treasurer's report/financial report. Motion carried.

APPROVAL OF THE PAYMENT OF THE BILLS:

Bills for January total \$5,940.93. Motion by Lynette Crawford with second by Denise DiMatteo to pay January bills. Motion carried.

PUBLIC COMMENTS:

None at this time.

OFFICERS' REPORTS:

Vice-President of Finance: Policy 500.04 needs a name change. Motion by Janet Klotzbach with second by Carol D'Alba to update policy 500.04 from board meetings to open meetings law policy. Motion carried.

CORRESPONDENCE:

- Check from Sue Thaine for donation (\$50)
- Acceptance letter to receive the GoArt Grant for 2026 (\$7,500)

LIBRARY MANAGER REPORT:

As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS:

- RETIREMENT-UPDATE: Joanne Amon is helping to resolve issues. Kim Gibson will send a certified letter detailing all steps taken and paperwork filed.
- SNOW REMOVAL FOR VILLAGE (MEMORANDUM): Kim Gibson will take care of sending the necessary liability insurance documents to the village.
- PAYCHEX: Kim Gibson reported that the process is easy and going well.

NEW BUSINESS:

- EARLY LITERACY AWARENESS NIGHT (2/3/26): This event will take place on February 3, 2026 at 6 pm. The Seal of Civic Readiness Class from Oakfield-Alabama High School will present it. Kim Gibson has flyers to put up and will have library card sign-ups available that night. She will promote during other regular library events and on Facebook and the website.
- BUDGET 2026-2027: Lynette Crawford presented a proposed 2026-2027 budget. The board will meet to continue work on the budget.
- SPECIAL FUNDING: Kim Gibson presented and received \$1,500 in library funding.
- EAGLE SCOUT SERVICE PROJECT: Lily Kasperzyk would like to create some projects for the library landscaping. Kim Gibson will invite her to submit a proposal to the board.

ADJOURNMENT:

Motion to adjourn meeting at 8:20 pm by Janet Klotzbach with second by Denise DiMatteo.
Motion carried.

NEXT MEETING: February 18, 2026 at 6:30 PM