

Haxton Memorial Public Library
Board of Trustees Meeting
February 18, 2026

PRESENT: Kim Gibson, Denise DiMatteo, Lynette Crawford, Jessica Baker, Janet Klotzbach, Lily Kasperzyk

ABSENT: Carol D'Alba

CALL TO ORDER:

Meeting called to order at 6:38 pm

ADOPTION OF THE AGENDA:

Motion by Denise DiMatteo with second by Janet Klotzbach to adopt the agenda for February. 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 January 21, 2026 minutes with changes. Motion carried.

TREASURER'S REPORT:

January month-end report shows \$87,297.62 in the checking account. \$79,305.72 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 February total \$4,633.82. Motion by Lynette Crawford with second by Denise DiMatteo to pay February bills. Motion carried.

PUBLIC COMMENTS:

None at this time

OFFICERS' REPORTS:

None at this time

CORRESPONDENCE:

None at this time

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.
- Monthly Revenue Reporting: None at this time.

OLD BUSINESS:

- LILY KASPERZYK-EAGLE SCOUT SERVICE PROJECT PRESENTATION: Lily presented her Eagle Scout project idea - 3 bird houses and 2 planters to beautify the outside of the library. She will move forward with project planning.
- RETIREMENT-UPDATE: Kim Gibson updated the board on progress to fix issues.
- BUDGET 26-27: Tabled for approval at the March board meeting.

NEW BUSINESS:

- POLICY REVIEW/CHANGES: All policies are under review by the board. Kim Gibson reviewed policy and procedure questions and forms with the board. Name tags for staff were discussed.
- KIM'S VACATION - STAFF PROCEDURES: Kim Gibson set up and reviewed staff procedures to follow in case of illness or inclement weather when the manager is away for planned vacations.

ADJOURNMENT:

Motion to adjourn meeting at 8:31 pm by Denise DiMatteo with second by Lynette Crawford.

Motion carried.

NEXT MEETING: March 16, 2026 at 6:30 PM