

Whitingham Free Public Library

Board of Trustees Meeting Minutes

July 1, 2026

Call to Order: Chair Mark Halverson called the meeting to order at 5:39 p.m.

Attendance

**Trustees Present: **Mark Halverson, Wendy Sergeant, Judy Bernard, Tanya Bernard, Shandell Soumar, and Angie Dornburgh, **Library Director Present: **Kristine Sweeter, Public: Boe Soumar

Public Comment

No members of the public were present, and no public comments were made.

Executive Session

No executive session was necessary.

Approval of Previous Meeting June Minutes

Shandell Soumar made a motion to approve the previous meeting minutes. Tanya Bernard seconded the motion. The motion was approved unanimously.

Director's Report

The Director's Report was presented. See the attached report for additional information.

Discussion and Business Items

Due to technical difficulties, the meeting was not recorded. Kristine received a new laptop the previous week and is still becoming familiar with it.

The library's movie license was purchased and will remain valid for the next year.

The library's copy machine was upgraded. The previous machine had last been upgraded in 2020. The annual lease and service contract for the new machine is \$91 per month, which is less than the cost of the previous contract.

The Board discussed plans for the Old Home Week parade float. Needed materials include artificial Christmas trees and lightweight, breathable costumes that will be appropriate for hot summer weather.

The Board also discussed face painting at the Blueberry Festival and the supplies and props that will be needed for the activity.

The Board reviewed the budget. Expenses were below the amount anticipated, with actual spending totaling approximately 98% of the budget for the period.

Kristine and Mark will meet with the architect on July 8, 2026, at 4:00 p.m. to discuss the proposed deck.

Upcoming Meetings

There will be no Board of Trustees meeting in August.

The next meeting will be held on September 9, 2026, at 5:30 p.m.

Adjournment

Shandel made a motion to adjourn the meeting. Angie seconded the motion. The motion was approved unanimously. The meeting adjourned at 6:29 p.m.

Director's Report
Kristine Sweeter
July 1, 2026

❖ **Programming:**

Adult Craft Group – ON HOLD

Yoga - Mondays 6 pm

Book Group 2nd Wednesday 5 pm

Homeschool Group – Mondays 9-12 @ J'ville Church – ON HOLD

*Knitting Group Drop-in – Wednesdays 2-4

*Life's Final Chapter – 2nd Saturdays 10 am – 12 pm

❖ **Specials:**

Halifax Community Club – (Bonnie Brown) Beech Leaf Disease – TBD

OHW – June 24-26th

Blueberry Festival Friday July 31st

❖ **Finances: 2025-2026 Fiscal Year Review**

- Account balance: M&T Money Mkt: \$71,251.95

Total fundraising and donations **\$17,778.50**/ Goal \$8,525

Check #116 - \$8,110.18 to Town of Whitingham to balance budget with fundraising/donations.

❖ **Staff**

Kristine –

July 20-24 Museum Camp

August 10-14 Museum Camp

Vacation 8/31- 9/9

Lois – vacation 8/15 - 8/24

Lisa – vacation TBD

❖ **Misc.**

Library deck:

- Kristine and Mark attended Selectboard meeting 6/24 to review draft RFP.

- Selectboard requested design plans for the deck

1 selectboard member requested wood materials, but not a requirement
Selectboard recommended John Guminak for design.

John Guminak meeting Wednesday at 4 pm to review site

John suggested composite materials for little to no maintenance, believes

we do not need an ADA ramp,

as we have an existing accessible entrance/exit. Cost for the ramp would be prohibitive and more than the actual deck.

Old Home Week 7/24-7/26:

7/24 – Library Tent 12-5

7/25 – Parade

Wi-Fi hot spot is available to borrow

Movie license was purchased @ \$336 and is valid through June 2027.