Whitingham Free Public Library

Board of Trustees Meeting Minutes

September 9, 2026 – Approved 10-7-26

Call to Order

The meeting was called to order at 5:37 p.m.

Attendance

Trustees present: Shandell Soumar, Judy Bernard, Tanya Bernard, and Wendy Sergeant.
Library Director, Kristine Sweeter.

Executive Session

No executive session was held.

Public Comment

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

Approval of July 1, 2026 Meeting Minutes

Wendy Sergeant made a motion to approve the July 1, 2026 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

Programming

A second homeschool group in Brattleboro and a possible make-and-take activity were discussed. Life's Final Chapter will not meet in October.

Special Events

For future Old Home Week events, entertainment should be scheduled earlier in the day. The plant swap was rained out.

The Board discussed the Halloween event scheduled for Saturday, October 31, from 4:00 to 7:00 p.m. The haunted walk-through will be held in the Community Center, and trunk-or-treat will be held in the parking lot. Tanya will be asked about offering an evening painting class from 6:00 to 8:00 p.m. The Christmas event is scheduled for Saturday, December 12, from 9:00 a.m. to 1:00 p.m.; possible gifting items were discussed.

Approval of Annual Appeal and Town Report

Wendy Sergeant made a motion to approve the Annual Appeal and Town Report. Tanya Bernard seconded the motion. The motion was approved unanimously.

Library Deck Project

The Board noted that the cost of the deck plans is $1,200.

Staff Reviews

Annual staff reviews are due in November 2026. The Board will discuss the reviews in executive session at the next meeting.

Upcoming Meeting

The next Board of Trustees meeting will be held on Wednesday, October 7, 2026.

Adjournment

Wendy Sergeant made a motion to adjourn the meeting. Tanya Bernard seconded the motion. The motion was approved unanimously. The meeting adjourned at 5:55 p.m.

Director's Report
Kristine Sweeter
September 9, 2026

- **Programming:**
  Adult Craft Group – 3rd Thursday
  Yoga - Mondays 6 pm
  Book Group 2nd Wednesday 5 pm
  Homeschool Group – Mondays 9-12 @ J'ville Church
  Knitting Group Drop-in – Wednesdays 2-4
  Life's Final Chapter – 2nd Saturdays 10 am – 12 pm

- **Specials:**
  OHW – Great day! Won 1st prize in our group
  - magician was well attended 85 people
  - Story teller - only 15 people (Future OHW: do not schedule entertainment after 2 pm)
  - Doll House Raffle - $200

  Blueberry Festival - estimated about 150-200 people came through including vendors/helpers
  About half the people from 2025 due to the poor weather
  Book Sale: $148

  Halloween: Saturday October 31st - 4-7 pm
  - Jack-o-lantern Contest
  - Haunted walk thru
  - Trunk or Treat

- **Finances: 2025-2026 Fiscal Year Review**
  - Account balance: M&T Money Mkt: **$72,967.95**
  Total fundraising and donations **$1,341.42/ Goal $10,000**
  Deposits: 7/29 $200, 8/27 $525.50

Halifax Tax appropriation, $5,000 received.

2027-2028 Budget/Town Report for fiscal year ending 6/2026 due December 2026
2026 Annual Appeal, Town Report attached

- **Staff**
  Annual reviews due November 2026
- **Misc.**
  Library deck:
  - John Guminak is finalizing deck plans: $1,200
  Paid/processed through Town Bookkeeper from library's general fund to be reimbursed from fundraising account at the end of fiscal year 6/2027. This expense will show in general fund accounting and may reflect a budget overage; an explanation of disbursement will be noted in the town corresponding town report with a library deck line item added to expenses.
  - Next: Post for bids for work to be completed spring 2027
  Research and apply for grants