

**J. V. FLETCHER LIBRARY BOARD OF TRUSTEES MINUTES**

**MEETING DATE AND TIME:** January 5, 2026; 7:00 PM  
**MEETING LOCATION:** REMOTE PARTICIPATION

	Present	Absent
Diercks, Buffie (Elizabeth), Secretary	✓	<input type="checkbox"/>
Fleckner, Marianne, Foundation Liaison	✓	<input type="checkbox"/>
Roache, Caroline, Treasurer	✓	<input type="checkbox"/>
Secor, Glen, Chair	<input type="checkbox"/>	✓
Siegel, Mim (Mary) Trustee	✓	<input type="checkbox"/>
Teal, Debbie, Friend's Liaison	✓	<input type="checkbox"/>
Rainville, Ellen, Director	✓	<input type="checkbox"/>
Leedberg, Kristina, Assistant Director	✓	<input type="checkbox"/>

**GUESTS/ATTENDEES:** Mary Anne Seraphin, Friends' Foundation Co-Chair; Floyd Logan

**DOCUMENTS USED:**  
 Agenda for this meeting  
 Director's Report

**I. CALL TO ORDER and Identification of Members Present per OML:**

This duly posted Trustee meeting for the month **January** was called to order by Marianne at 7:45 PM.

TRUSTEE	PRESENT	ABSENT
Diercks, Buffie (Elizabeth)	✓	<input type="checkbox"/>
Fleckner, Marianne	✓	<input type="checkbox"/>
Roache, Caroline	✓	<input type="checkbox"/>
Secor, Glen	<input type="checkbox"/>	✓
Siegel, Mim (Mary)	✓	<input type="checkbox"/>
Teal, Debbie	✓	<input type="checkbox"/>

**II. SIGNING OF WARRANTS: NONE**

<b>WARRANT #26-** TE</b>	<b>WARRANT DATE: **/**/2025</b>
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<b>LIBRARY TRUSTEES FUND, ACCT. # 672</b>	<b>\$0.00</b>
<b>ALL PURPOSE TRUST FUND, ACCT. # 673</b>	<b>\$0.00</b>
<b>LIBRARY BOOK FUND, ACCT. # 674</b>	<b>\$0.00</b>
<b>LECTURE TRUST FUND, ACCT. # 675</b>	<b>\$0.00</b>
<b>J. V. FLETCHER LIB. TRUST, ACCT. # 676</b>	<b>\$0.00</b>
<b>EDR CONT. EDUC. TRUST FUND, ACCT. # 677</b>	<b>\$0.00</b>
<b>BENEFACTORS TRUST FUND ACCT. #678</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES UNDER WARRANT #26-**TE</b>	<b>\$0.00</b>

**III. APPROVAL OF MINUTES:**

A. December 1, 2025

A motion to approve the **Minutes from December 1** was made by Mary and seconded by Caroline; it passed 5/0/0.

TRUSTEE	AYE	NAY	ABSTAIN
Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

**IV. TREASURER’S QUARTERLY REPORT:**

**NONE**

**V. DIRECTOR’S REPORT:**

A. Director’s Report:

1. Staff: Retirement of Judy Madsen; we have posted open positions of: part-time Library Associate Youth Services and the Homebound; I continue to work to longevity and vacation accruals and reconciliation.
2. Budget: FY27 Budget has been submitted. Finance Committee meeting to discuss is January 8, 2026; 7:00-7:30 on agenda.
3. Book Orders: Baker & Taylor closed; Ingram (our vendor) is now trying to fill all orders.
4. Skylight: We are applying to the Community Preservation Act for \$60,000 to restore the Skylight. It includes support letters from the Library Trustees and PTCB.
5. Finance from Friends: The \$22K+ will be held until FY27 to help reach the 15% materials requirement.
6. Assistant Director’s Report, Kristina Leedberg
  - a. I attended the MVLC Collection Management meeting.
  - b. The Dec. Department Heads meeting was run by me.
  - c. Ellen and I are working together with the Head of YS on a new procedure to handle new books.

A motion to accept the **Director’s Report** was made by Buffie and seconded by Deb; it passed 5/0/0.

TRUSTEE	AYE	NAY	ABSTAIN
Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

B. Warrant Review and Approval:

1. **Warrants Numbered: 26-20 through 26-25**

A motion to approve the **Warrants 26-20 – 26-25** was made by Mary and seconded by Caroline; it passed 5/0/0.

TRUSTEE	AYE	NAY	ABSTAIN
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**MEETING MINUTES APPROVED 2.2.2026**

Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

**VI. COMMITTEE REPORTS:**

- A. Friends' Foundation Committee Report: Fund Raising at \$964,000

**VII. COMMUNICATIONS:**

- A. CORRESPONDENCE, PERSONNEL: Acknowledgement of Resignation letter MADSEN

**VIII. UNFINISHED BUSINESS:**

- A. Massachusetts Public Library Construction Project (MPLCP) Grant Update

**IX. NEW BUSINESS:**

- A. National Grid Approve \$9,500 expenditure under KANOPY

A motion to approve **National Grid \$9,500**, as presented was made by Buffie and seconded by Mary; it passed 5/0/0.

TRUSTEE	AYE	NAY	ABSTAIN
Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

- B. Approve Support Letter for CPA Application for Skylight Restoration in amount of \$60,000

A motion to approve **CPA Application Support Letter for Skylight Restoration, \$60,000**, from the Library Trustees as presented was made by Marianne and seconded by Mary; it passed 5/0/0.

TRUSTEE	AYE	NAY	ABSTAIN
Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

- C. Annual Town Meeting, March 28, 2026

- 1. Review MAR and Materials Requirement for FY\_\_ [requirements met]
- 2. Discuss any needed Warrant Articles [none]

- D. Elections, May 2026:

- 1. Incumbents Indicate Candidacy Intentions in 2026
  - a. Mary and Caroline papers due 3/17/2026
- 2. Deadline: January 20 Form CPF M-102-0 Campaign Finance Report due Town Clerk (ALL Trustees) [http://files.ocpf.us/pdf/forms/M102\\_edit.pdf](http://files.ocpf.us/pdf/forms/M102_edit.pdf)

**X. ANNOUNCEMENTS**

MEETING MINUTES APPROVED 2.2.2026

A. Friends' Liaison Report [Rainville]

B. Upcoming Meeting Schedule:

January 8, 2026	10:00 AM	MBLC Meeting to review Waiver Request of Municipal Appropriation Requirement
February 2, 2026	6:30 PM	Joint Meeting w/Permanent Town Building Committee REMOTE PARTICIPATION MEETING
February 2, 2026	7:00 PM	Full Trustee Board REMOTE PARTICIPATION MEETING
February 5, 2026	10:00 AM	MBLC Meeting to approve Waiver Request of Municipal Appropriation Requirement
February 8, 2026	7:00 PM	Budget Presentation

C. COI [Conflict of Interest]; Mandatory Email from State

XI. ADJOURNMENT:

A motion was made by Caroline and seconded by Mary that, there being no further business to transact, the meeting adjourn. The motion passed 5/0/0 and the meeting adjourned at 8:21 PM.

TRUSTEE	AYE	NAY	ABSTAIN
Diercks, Buffie (Elizabeth)	✓		
Fleckner, Marianne	✓		
Roache, Caroline	✓		
Secor, Glen			
Siegel, Mim (Mary)	✓		
Teal, Debbie	✓		

Respectfully submitted,  
Buffie Diercks, Secretary

Articles/Attachments:

- Program Fliers