



## Whipple Free Library

There's Always Another Chapter

### Minutes of the Library Board of Trustees

June 17th, 2025

**Present:** Kerri Kelley, Susan Hansen, Christa Snyder, John Fladd, Tanya Ricker (Library Director), and Candy Brenner (Friends of the Library Liaison)

**Absent:** Michael Constance, Jennifer Allocca, Jacob Fields

Meeting called to order at 7:01 pm by Kerri Kelley, Chair.

#### **Recurring Business:**

- **Minutes: Susan**
  - May Minutes reviewed. Motion to accept the minutes by John. Motion seconded by Christa. Vote unanimous.
- **Amend Minutes: Kerri**
  - The April 2024 meeting minutes were amended to include the exact dollar amount (\$42,118.19) that was moved from the operating account to the unanticipated revenue account . Motion to accept the amended minutes by Susan. Motion seconded by John. Vote unanimous.
- **Treasurer's report: Jennifer absent. Questions answered by Tanya**
  - May Treasurer's Report reviewed. Motion to accept the Treasurer's Report by Christa. Motion seconded by John. Vote unanimous.
  - June Treasurer's Report reviewed. Motion to accept the Treasurer's Report by Susan. Motion seconded by John. Vote unanimous.
  - Donations of \$125 were received via Venmo for Barb's party. Motion to accept the donations by Susan. Seconded by Christa. Vote unanimous.
- **Library Director's Report: Tanya**
  - Barb's party had a great turnout. New Boston Pizza donated all the food for the meal. Friends contributed desserts. The total donations received for Barb's party was \$510. Friends will contribute about \$120 for the party balance.
  - Assabet training coming soon. The software seems to be working well.
  - Chairs in the kids room have been replaced as well as the conference room furniture thanks to the Friends donation. Looking to purchase furniture for the teen room and new TV for the conference room.
  - Summer Reading started on Monday.

- Tanya requested to have a library cell phone instead of using her personal cell phone. It will cost \$479.88 annually or \$239.94 for the rest of 2025. The AT&T cell phone plan (2 year contract) is part of the town phone plan. Motion to approve the cell phone contract made by Susan. Seconded John. Vote Unanimous.

- **Friends Report: Candy**

- Friends revised bylaws. Will vote on them in August.
- No meeting in July
- Book Sale September 13th.

#### **Business Carried Over from Last Meeting**

- HVAC installation completed.
- The library needs to be rekeyed and need to slowly replace the bars on the doors (3). Still waiting on a quote.
- A July meeting may need to be scheduled.

#### **New Business:**

- Window cleaning is built into our building maintenance budget and they have not been cleaned since pre-covid. Fish Window Cleaning will clean all the windows for \$870. Plan to schedule in the fall. Motion to approve the contract by Susan. Seconded by John. Vote Unanimous
- 4th of July float in progress. A trailer and truck have been secured. The theme this year is games & the library is going to do Minecraft.
- Employees who work during the parade will receive a floating holiday equal to the time spent at the parade. John made the motion to approve the floating holiday & Christa seconded. Vote unanimous.

#### **Calendar of Events:**

- July 4th & 5th - Library closed
- August 19th - Trustee meeting 7:00 pm

Motion to adjourn meeting at 7:52 pm by John . Motion seconded by Susan. All trustees in favor.

Respectfully submitted,  
Susan Hansen, Secretary