

**Berkshire Free Library
Meeting of the Board of Trustees
at the Berkshire Free Library
February 10, 2026**

Present: Nancy Lohmann, Carol Leigh, Barbara Schwartz, Janice Merrill, Carol Cox, Fran Miller, John Stoughton, Lisa Michaud, Sue Ford and Denny Dyer.

The meeting was called to order at 10:05 AM by President John Stoughton. The Agenda was updated to include the Printer under New Business.

REPORTS

Secretary: Minutes of the January 13, 2025 meeting were reviewed. There were no changes as presented. Carol Leigh asked about how she should track the Director's grant writing time spent. After discussion, a line item on the budget with Fran submitting a time sheet for each grant will provide the numbers. The tracking will begin this year.

Treasurer: Carol L reported that she was unable to access the bank account information online due to being locked out. John will verify her access later today so she can again access that information. She also noted that she had received an online book sales report from Graeme for August through January. Also, we have received support money from Tioga County.

Director: Fran reported the month's attendance numbers.

Old Business: Tompkins Community Foundation grant was made for graphic novels class/presentation. The craft group held a class on making a mandala on cardstock. Dental Health was presented at Story time by Donna Gibson of the county health department.

New Business: Fran will work on a grant from Dollar General for "packets" that help those who need reading help. The financial advisor poster was shared for the presentation February 20th. Fran is working with Cornell students on holding a class for adults on "How to be Happy" in March or April. Two 2-hour classes are being considered.

Barbara moved the above reports be accepted as presented. Sue seconded and the motion passed unanimously.

OLD BUSINESS

Grants – reported under Director's report.

Building Updates – Lisa said last fall we got a how to plan for a public space and she has it on a zip drive, and it is also a pdf file that she can send a link to Trustees.

School Budget Status – no new information. We are 1 of only 3 libraries in the area who are not assisted by school taxes. May is the tax levy vote, and we spoke about information needed to present to local voters. We plan to make a bookmark, and a letter to donors as well as a poster for Richford and Berkshire businesses. We will use the first part of our planned Blueberry fest meeting March 3 to this information together. We need a map of school district lines.

NEW BUSINESS

Election of Officers. The current slate of officers is:

John Stoughton – President
Carol Cox – Vice President
Carol Leigh – Treasurer
Janice Merrill – Secretary

Denny moved and Nancy seconded the motion to have the Secretary cast one ballot to elect the existing slate of officers for another year's term.

Printer. The printer in the Treasurer's office doesn't work well anymore. She asked that someone take it to the recycle truck in Richford. She moved that we get a new printer. The Brother printer close by may or may not work so she will check that out. Janice suggested an Epson 2720 with refillable color ink. Carol will investigate options for a new printer.

Carol asked if we wanted to advertise in the Candor play program again this year. After discussion, we decided not to do so.

ROUNDTABLE

Carol Cox noted that we could sing Happy Birthday for John for his 80th birthday, so we did! Have a blessed year ahead, John!

There being no further business to conduct Sue moved we adjourn, Carol Cox seconded the motion and it passed unanimously.

Respectfully,

Janice Merrill, Secretary