

**Berkshire Free Library
Meeting of the Board of Trustees
at the Berkshire Free Library
August 11, 2026**

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

The meeting was called to order at 10:02 AM by President John Stoughton. Janice asked to add acceptance of the modified Children in the Library Policy under Old Business. Add Fund raising letter, book sales and back room renovation under New Business. No other changes requested.

REPORTS

Secretary: Minutes of the July meetings were reviewed. Name of Ciara Schiess was corrected under New Business/Board Member, and Denny not Don plan to help with the bench in RoundTable. No other changes were requested.

Treasurer: Received more gift donations in memory of Carol Cox, and still adding to Blueberry & Book Fest deposits. Fuel bill of \$3,000 adversely impacted the budget, however! Carol distributed an accounting of the Festival, showing it did very well. Sue sent thank yous to raffle donors. She said we need more teens/kids baskets next year.

Director: Fran's report for checkouts/renewals was about half of average, but she is calling people who haven't been in lately about good new books we have. She has been sick with Lyme and another tick borne illness, but is gaining strength. Summer Program doing well – Kim has been a godsend. John and Denny were much appreciated in helping with Kids Farmers Market. StoryTime will resume after school starts. Aunt Flo product renewed and is being placed at Food Pantry. Patch's Margaret and Becky want to help with book check out/in, and Fran will make a process to guide them. Her computer was infected with malware and may need to be replaced. She is working with Eric and others at FLLS.

There being no further questions on the reports, Denny moved and Barbara seconded a motion to accept them all. After question the motion passed unanimously.

OLD BUSINESS

Grants – Friends of the Library grant will go to Large Print books.

Security/Cameras – Janice read the notes from Audrey Fields' experience with Arlo camera setup. Fran reported things "disappear" from the refrigerator, doors are found unlocked. We talked about re-keying locks. Barbara moved and Janice seconded the motion that we rekey the locks. Motion unanimously carried. Carol will contact Ace Security to do that and possibly make a presentation at the next meeting on camera security.

New Board Member – Lisa will ask Donna Davis, but we would have to move monthly meetings to evenings.

Blueberry & Book Festival - Nancy asked we email her any Festival feedback. We had no outside dining tent, which worked out well because of the weather. 150 chicken halves was a perfect number. Lisa reported that crafts didn't work at all. Ryan Lundgren's PowerHouse worked out okay. Robotics in the fire hall were interesting. Purple Lightning was wonderful. Carol said she would give bank bags to all who need them ahead of time to avoid disruptions that morning.

Director's Assistant – Fran asked that advertising for an assistant be put on hold.

Children in the Library Policy – Barbara moved that the modified policy be adopted. Sue seconded and the motion passed unanimously. John signed the policy and it was filed.

NEW BUSINESS

Election of Vice President – After discussion, Nancy nominated Denny Dyer to be the VP, Barbara seconded the motion and upon question it passed unanimously.

Fund Raising letter – Nancy will write the letter and mention renovations planned. Carol has done labels, and it will be sent end of September.

Book Sales – For clarification, at this point we do not have sufficient stock or workers to do sales. Janice will notify Tammy at the Potato Festival.

Back Room Renovations – We want to get the big storage space insulated and with proper lighting. Shelves will have sections for Festival supplies, Summer Program supplies, etc., Anything usable in the cellar should be brought up. We talked about having an area for donated books as an ongoing book sale. Chance Spoonhower will look while he's there on the 25th and give estimate for insulation, electricity and lights, stairs made safe, wallboard all around. Shelving units with tubs seems the best way to organize supplies stored.

ROUNDTABLE

There are several things in the cellar that can be thrown out – old downspouts, vhs tapes, big heavy signs. Cleaning party will be held on the 25th at 10 AM since that is town cleanup day!

Church in the Park will be held at Rawley Park, Richford, August 23rd at 10:30 with picnic following.

There being no further business to conduct, Sue moved for adjournment, seconded by Lisa and unanimously approved.

Respectfully,

Janice Merrill, Secretary