October 27, 2026 Library Trustees Meeting

Meeting Minutes

- Meeting date: Tuesday, October 27, 2026
- Recording start time: 6:25 PM local time
- Meeting called to order at: 6:25 PM
- Meeting adjourned at: 6:50 PM

1. Subjects Discussed

- Roll call and public comment
- Approval of prior minutes (August 20, 2026 and September 17, 2026)
- Financial reports (Items A–C) and bill listing (Aug 21–Oct 22)
- Contracts and staffing (custodian hire; administrative services arrangement)
- Adoption of three resolutions related to Limerick and WIN (Item D)
- Programming calendar and operations (including weekend hours and outreach)
- Meeting schedule change (New Business)
- Renovation updates and funding constraints (Old Business)
- Patio bricks safety mitigation (Old Business)
- Halloween event planning (Old Business)

2. Participants (as identified during roll call and arrivals)

- Erica France Jenkins
- Jewel Stanley
- Erica McGee (arrived at 6:30 PM)
- Camilla Johnson
- Ashley Allen
- Mark Vargas
- Scott Nema (arrived at 6:30 PM)
- Attorney Walsh (arrived at 6:32 PM)
- “Rita Mayfield” (administration; speaking to financials/benefits/resolutions)

3. Decisions Made

- Approved minutes from August 20, 2026 and September 17, 2026.
- Financial Reports:

    - Items A–C approved together by motion and second; motion carried.
- Resolutions (Item D) adopted:
    - Resolution 2601: Reaffirm Limerick as carrier for unemployment and benefits.
    - Resolution 2602: Acceptance of amended bylaws following Limerick's merger with Wellness Insurance Network (WIN).
    - Resolution 2603: Approval of amended intergovernmental agreement to add WIN.
    - All three resolutions approved together by motion and second; motion carried.
- Meeting Schedule: Regular meetings moved to every third Tuesday at 5:30 PM, subject to attorney availability.

4. Responsible Parties and Next Steps

- Administration Rita Mayfied
    - Continue managing finances and paying essential renovation items as tax revenue arrives.
    - Pursue resolution of the city's "do not pay" status; follow up with Deanne Jaffrey and Matt Farnsworth to submit outstanding documentation for three city grants by month-end.
    - Continue search for a new accounting/administration firm to replace Benford, Brown and Associates.
- Maintain communications via newsletter and social media; ensure programming calendar visibility.
- Execute adopted resolutions (2601–2603) and maintain benefits through Limerick/WIN.
- Board/Trustees:
    - Bring ideas for singles-focused programming to staff for scheduling and promotion.

5. Deadlines, Pending Issues, and Referrals

- Funding and Audit Dependencies:
    - City "do not pay" list: All documentation for three outstanding city grants must be submitted by October 31, 2026 (end of month) to release over $1M owed by the state.
    - Critical timing: Funds are needed before December 2026 to avoid re-listing due to the 2025 audit not yet completed; prolonged delay could lead to layoffs or further project deferrals.
- Renovations:

    - Currently behind schedule due to limited funding. Walls and seating orders are delayed. Administration to continue incremental purchases as revenue permits.
- Patio Bricks:
    - Interim safety measure completed (filled with dirt). Final solution pending selection of appropriately sized bricks and approach.
- Programming:
- Weekend hours remain suspended due to low historical usage and staffing costs; revisit only if demand and budget justify.
- Halloween Event:
    - Library-hosted on Friday (youth 4:00–6:00 PM; adult activities during daytime). City is not hosting a separate event.

Additional Notes

- Public Comment: None.
- Staffing:
    - New custodian hired with strong maintenance skills; on-site for approximately two weeks and demonstrating initiative.

Motions and Time References

- Minutes approval motion (August 20 and September 17, 2026): Passed.
- Financial Reports Items A–C approval: Motion made and seconded; passed.
- Resolutions 2601, 2602, 2603 (Item D): Motion made and seconded; passed.
- Adjournment motion at 6:50 PM: Passed.