

Nesmith Library Board of Trustees

Meeting Minutes

Tuesday, February 10, 2026
Nesmith Library, 7:00 pm



Present:

Trustees: Beth Talbott (Chair), DJ Withee (Member at Large), Stephanie Lohret (Assistant Treasurer), Robin Bostic, (Recording Secretary), Jen Cutler (Treasurer), Theresa Abbamondi, (Assistant Chair), Catherine Girata (Corresponding Secretary)

Director: Sylvie Brikiatis, Assistant Director: Karen Burbank.

Absent: No one was absent.

Call to Order: The meeting was called to order at 7:07 pm.

Mission statement: Beth Talbott read the mission statement.

Approval of Meeting Minutes:

The January meeting minutes were reviewed and approved during the February meeting. A motion was made by Theresa Abbondi to approve the public and non-public minutes as amended and DJ Withee seconded. The motion passed 6-0-1 (abstained).

Acceptance of New Gifts: Richard Dubuc provided an unrestricted grant for \$100. An unrestricted grant honoring Mark Branoff was received for \$50. A motion was made by DJ Withee to accept, with Cathy Girata seconding. Motion passed 7-0.

Review of Correspondence: There was no new correspondence.

F.L.O.W. Report:

A. Children's Activities- upcoming events include:

1. Saturday, March 14th 1p-2p: Strawberry Festival Poster Workshop
2. Sunday, May 3rd 1p-2p: Spring Planter Event

B. DJ Withee will attend the March F.L.O.W. meeting.

Director's Report

Overview

Circulation. In January 2026, 14642 items were loaned. Trend: 2024: 16038, 2025: 15268

People Counter. Visits during January 2026: 5072, 2023 – 4175, 2024 – 4662, 2025 - 4926

Building and property maintenance.

- The Termite contract was terminated to save expenses.
- The Director is seeking a second opinion for HVAC repair or replacement.
- Electric bill conversion update should be done by next week which should reduce cost.

Technology.

- The Director has received a cellphone for authentication.

Personnel.

- Courtney's last day was 12/30.
- The Children's position has been posted in February.

Other.

- Study Pod and Borrower's Privileges Policy Updates were provided. A motion was made to accept new study pod policy by [Stephanie Lohret](#) and seconded by Jen Cutler. The motion passed 7-0. A motion was made to accept the new policy regarding borrowing policies, fines and fees by [DJ Withee](#) and seconded by Jen Cutler. The motion passed 7-0.

New Business:

- Election Day is March 10, 2026. The voting ballot includes the Library budget, two Trustee positions and a warrant.
- Legislation updates were provided. Several House Bills are being drafted and being reviewed for potential impact on the library.

A motion was made to extend this meeting by [Stephanie Lohret](#) and seconded by Jen Cutler. The motion passed 7-0.

- The Director's retirement will need to be announced in February followed by a March job posting. The Personnel Committee will review applications with Staff Members, (Karen, Stephanie and Maria). Candidates will then be invited for the first round of interviews with staff and trustee, followed by a second round of interviews with the Personnel Committee followed by a full board interview with final candidates.

The Board reviewed the updated Director's job description and discussion regarding changes were made. It was determined a follow-up meeting is needed to further develop the job description. A meeting will take place on February 17, at 7:00PM.

Old Business:

- Trustee Candidates for the March election were introduced.

Budget Update:

Treasurer's Report: No report will be given until Budget has been approved.

Public Comment:

Members of the public may be recognized for comments during this time. The chair reserves the right to limit comments, pending and public attendance. No public comments were made.

Natalie Grace and Patty Doyle, trustee candidates attended the meeting.

Announcements:

Next meeting: Tuesday March 10th, 2026 at 7:00 pm.

Stephanie Lohret made a motion to adjourn and the motion was seconded by DJ Withee. The vote passed 6-0 . The meeting adjourned at 8:45 pm. The vote passed 7-0.

Respectfully submitted,

Draft Meeting Minutes
Robin Bostic, Recording Secretary