

**Northville Public Library
Board of Trustees
October 21, 2025 Minutes**

Present: Alisha Rivera-Holmes, Mike Feldman, Shirl Doherty, Lanie Groff, Rich Cole, John Knapp, Beth Junquera

Absent: Cristen Shepard

The meeting was called to order at 6:28 by Mike Feldman (President)

Secretary's Report: The Secretary's Report was unanimously approved. (Knapp, Groff)

Financial Officer's Report- Rich Cole provided a summary of all accounts and a listing of expenditures for September. John Knapp moved to approve the Financial Reports. Lanie Groff seconded motion, and all members agreed.

John Knapp moved to approve the payment of bills. Beth Junquera seconded the motion with all members voting Aye.

Director's Report: Alisha Rivera-Holmes provided stats on general attendance along with a breakdown of program participation. New magnets and library cards that feature the library logo have been ordered. Multiple copies of a book had to be purchased for a book club, the books will be donated to the school when finished. Alisha set up a costume exchange as part of the statewide library event, The Great Give Back. The Friends donated Halloween decorations. Wayne Zimmerman has set up Library Tiktok and YouTube accounts. The upcoming "Overhearing History" Program will be offered to the 4th grade school students as well as the area homeschooled students. Alisha has contacted a group, Beyond the Spectrum, that will look at the library to see how to make it more accessible to community members that may be on the spectrum. Rich Cole moved to approve the Director's Report. John Knapp seconded the motion and all members were in agreement.

Building and Grounds: The NYS Construction Grant money was awarded. After the cost of window completion and the handicap entry button are rendered, the remainder of the grant money will go into the Building and Grounds account. After being in touch with multiple companies, the only quote was given by DeGiulio Brothers Flooring. Alisha has determined that January will be the best month to tackle the flooring installation. John Knapp moved to allow Rivera-Holmes to reach out to the DeGiulio Company to accept their quote and set up dates for installment. Lanie Groff seconded the motion and all members voted Aye.

Grants: Shirl Doherty applied for, and was awarded the \$500 Ring of Fire 5K Grant.

The money will be designated to bring authors and presenters to the library. She also attended a grant writer's workshop given by the Saratoga Arts Network. That network is set up to platform art programs presented by local artists.

Policies: The board read the following policies for the third and final time.

- Board of Trustees Roles and Responsibilities
- Acknowledgement of Roles and Responsibilities
- Policy for Library Trustee Education
- Animals in the Library
- Policy for Trustee Meetings
- DEI Policy

Rich Cole moved to approve the above policies as set policies. John Knapp seconded the motion with all members in agreement.

The following policies were provided and read by the board for a second time.

- NPL Policy on the Use of Space for Exhibits and Events
- NPL Code of Conduct
- NPL Social Media Policy

Attention was brought to the fact that the upstairs is considered a multi-use event space, therefore it is “all-age inclusive” and the exhibits must be deemed as such. Alisha is working on a presentation for the library staff on DEI policies.

Programming: Overhearing History presentation will be on October 30th. The homeschool students and the Edinburg fourth grade class will meet at 11:00 a.m. The NCS fourth grade classes will meet at 1:00 p.m. The Haunted Library kids event is October 25th, 11:00 a.m.-1:00 p.m. Laurie Snell's next Needle Felting class will be on December 9th, the class size limited to 6 people. The basket weaving class on October the 9th was a success. Shirl Doherty has been in touch with Phil Bayly, a TV journalist and news anchor turned mystery writer. His 7th book in the Murder on Skis Mystery Series will be released in November of this year. Bayly has agreed to give an author talk for the library after the ski season is over.

Long Term Planning: Alisha is working on a Volunteer Engagement Survey.

Friends: The coat closet by the circulation desk has been turned into a crafting supply cupboard for patron use.

Next Meeting: Tuesday, November 18, 2025, 6:30 p.m.

Adjourned: 7:40 p.m.

Respectfully submitted, Beth Junquera (secretary)