

Bancroft Public Library
Board of Trustees - Minutes of the January 13, 2026 Annual and Regular Meeting

Present were Board members Ed Donoghue, Kim Erbe, Alesa Wilson, and Rebecca Brown; Library Director Melissa Carll, Friends Treasurer Wendy Hunter, and Bancroft Trust Board member Sue Clary.

Annual Meeting

Results of Election of 2026 Officers: For President, Ed Donoghue, on motion by Kim Erbe, second by Alesa Wilson; for Vice President, Kim Erbe, on motion by Rebecca Brown; second by Alesa Wilson; for Secretary, Rebecca Brown, on motion by Alesa Wilson, second by Kim Erbe; for Finance Officer, Rebecca Brown, on motion by Alesa Wilson, second by Kim Erbe. All being in favor, all motions were carried.

Kim Erbe made a motion, Alesa Wilson seconded, to appoint Kathy Chambers as Treasurer. All being in favor, the motion was carried.

On motion by Ed Donoghue, second by Alesa Wilson, and carried by all, Rebecca Brown and Kim Erbe were named liaisons to the Town and Trust Boards.

On motion by Ed Donoghue, second by Kim Erbe, and carried by all, the regular monthly meetings of the Board were set on the second Tuesday of each month at 6:30.

On motion by Ed Donoghue, second by Alesa Wilson, carried by all, *The Eagle* was established as the official paper.

The Annual Meeting was closed and the Regular Meeting opened.

Regular Meeting

Minutes: Alesa Wilson made a motion, Kim Erbe seconded, to approve the December 9, 2025 regular meeting minutes. All being in favor the motion was carried.

Public Comment:

President's Report: The boiler issue seems to be resolved with adjustments made by Braymer Fuels/Fred Blanck.

Correspondence:

Finance Officer's Report: Vouchers from the Library Fund Nos. 1 through 6 and totaling \$6586.66 were audited and ordered paid. Alesa Wilson made a motion, Kim Erbe seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

After discussion, Alesa Wilson made a motion, Kim Erbe seconded to keep \$500 in the donation account, and to periodically hand any balance over that amount to the Treasurer. All being in favor, the motion was carried.

Library Director's Report: See attached. Melissa Carll presented some choices she was considering to replace the bean bag chairs in the children's section. After discussion, Rachael Armstrong moved, Kim Erbe seconded, to approve up to \$800 for floor seating. All being in favor, the motion was carried.

Committee Reports: None.

Old Business: Regarding the revised Proudfit Hall Rental & Usage Agreement, the Trust Board has approved it as amended.

Discussion was had concerning the Cyber Insurance Policy currently up for renewal and the option of being added to the Trust Board's policy at a savings. Kim Erbe made a motion, Alesa Wilson seconded to be added to the Trust Board's policy. All were in favor and the motion was carried

New Business: In order to separate the library's credit card purchases from the Town of Salem's credit card, Kim Erbe made a motion, Alesa Wilson seconded, to apply for a library credit card account with Arrow Bank, naming Melissa Carll and Karen Hickland as users and card holders. All being in favor, the motion was carried.

Kim Erbe made a motion, Alesa Wilson seconded, to approve the Circulating CD/DVD Agreement as presented. All being in favor, the motion was carried.

On motion by Alesa Wilson, second by Kim Erbe, and carried by all, the Board entered executive session for an annual performance review of the Library Director. On its return from executive session, the Board's narrative statement was shared with the Director and the written review will be filed in her personnel file.

The next regular meeting is scheduled for Tuesday, February 10, 2026.