

## Meeting Minutes of the Peru Free Library Board of Trustees

November 12, 2025

Attendees: Patrick Andrews, Stacey Bousquet, Rocky Divoll, Theresa Guynup, Diane Haight, Kris Minster, Marque Moffett, Parker O'Mara, Sara Richman, Melissa Whyman.

The meeting was called to order by President Parker at 7:02 pm. The agenda was approved with a motion by Pat and seconded by Sara. The minutes of the October meeting were approved with a motion by Rocky and seconded by Theresa. There were no Public Comments as there were no community members in attendance.

Director's Report—Stacey provided statistics for October for the number of patrons, volunteer hours, attendees at Story Hour, book group, "Trick or Treat at the Library" and workshops as well as tutoring sessions. Stacey applied for a \$500 grant from Rotary for a writing workshop with Lauren McGovern to be held in the spring. The current Art Show, paintings by Greg Badger, will run until January 3, 2026. Stacey attended a video session on "De-escalation with the Homeless" that can be applied to many different situations. A Caring Cupboard has been set up with donated food at this time of extra need in our community and is open to anyone.

Upcoming programs at the Library include:

- Savy Shopping for purchasing safely either online or in person.
- Online Library Auction Fundraiser
- Community Learning Session—One Work Source
- Paint with Jess Furnia through a grant from CEF

President's Report—No Report.

Treasurer's Report—The balances for the accounts are checking--\$5,218.51, money market--\$51,299.13 and CD--\$26,415.22. The total for all accounts is \$82,932.86.

Building/Maintenance Report—Rocky has replaced lights with ones that are more energy efficient, installed non-battery smoke detectors throughout the Library and has continued dry wall repairs. He plans to repair the outdoor window shutters soon.

Old Business—No Report.

New Business—Stacey provided six policies and the Long Range Plan for consideration by the Board. The Policy Committee and the Long Range Planning Committee had previously reviewed all of these before presenting them to the Board.

The Long Range Plan was discussed and a motion was made by Rocky and seconded by Pat to accept the plan. The motion was passed.

The Financial Controls Policy was discussed and amended to add “The officers of the Board of Trustees are authorized to sign checks.” A motion was made by Theresa and seconded by Sara to accept the policy. The motion was passed.

The Personnel Policy was discussed and amended in the section on “Leave” to delete the following sentence “Employees are requested to provide at least two weeks written notice of resignation.” In the section on “Review” the following sentence was changed “This policy will be reviewed every 5 years by the Board of Trustees and updated as needed.” A motion was made by Pat and seconded by Theresa to accept the policy. The motion was passed.

The Customer Service Policy was discussed and a motion was made by Marque and seconded by Pat to accept the policy. The motion was passed.

The Internet Access Policy was discussed and a motion was made by Sara and seconded by Rocky to accept the policy. The motion was passed.

The Fire Policy was discussed and a motion was made by Marque and seconded by Theresa to accept the policy. The motion was passed.

Since an annual evaluation of the Library Director is recommended, there was a discussion about a form that was previously developed and utilized by the Board. It was decided that Parker will send out this form to Board members in a Google format. Each Board member is asked to complete the evaluation and return it electronically to Parker. Then Parker will summarize the evaluations for presentation at the December 10<sup>th</sup> Board meeting.

Committee Reports—

Policy Committee—No Report.

Fund Raising Committee—The Online Fund Raiser Auction will be open for bids from November 14<sup>th</sup> to November 23<sup>rd</sup> at 7:00 pm with the 32Auction.com website. Twenty items, including one option to make a donation to the Library, are listed from businesses in Peru. Advertising about the auction will be on the Library newsletter and Facebook page, in the Peru Gazette and posters throughout the community.

Long Range Planning Committee—The plan that was approved earlier in the meeting is a revision of an existing plan. Some of the ideas include organization of a Friends of the Library group, access for people with disabilities including a self-opening door, a new slogan for the Library and a new sign at the Library that would be closer to the road.

Budget committee—No Report.

The dates for the next meetings are December 10<sup>th</sup> (Holiday party) and January 14<sup>th</sup> (Annual meeting and regular monthly meeting).

The meeting was adjourned at 8:27 pm with a motion by Marque and seconded by Sara.