

KENT PUBLIC LIBRARY

Board of Trustees

DRAFT Minutes of September 16, 2025 Meeting

The meeting of the Kent Public Library Board of Trustees ("KPL Board") was called to order at 7:00 PM by Ava with the Pledge to the Flag.

Present: Donna Perolli, Library Director, Ava Rogers, Board President, Jessica McMath, Rebecca Niitzel, Breanne Griffith, John Haran, Meghan Castellano, James Carey, Irene Rohde, and Michael Mahoney.

Approval of Minutes: A motion to approve the Minutes of the August 19, 2025 meeting was made by Mike, seconded by John, and approved by all.

Treasurer's Report: A motion to postpone the Treasurer's Report was made by Jess, seconded by Irene, and approved by all.

Invoice Payment: A motion to approve the payment of invoices listed on the credit card invoice from July 5, 2025 to August 4, 2025 and check registers from August 20, 2025 to September 16, 2025 was made by Breanne, seconded by John, and approved by all.

Report of the Library Director: A motion to approve the Library Director's Report was made by Jess, seconded by Meghan, and approved by all.

Report on Standing Committees:

Budget: No update;

Buildings & Grounds: No update;

Friends: iPad raffle didn't profit as much as they'd hoped and will probably not be repeated, brainstorming holiday fundraisers, Book Nook and Book Cellar sales remain consistently between \$100-\$150 a week, book bin has been overflowing;

Long-Range Plan of Service: No update;

Nominations: No update;

Personnel: No update;

Policy: No update;

Public Relations: Kent book warriors featured in local newspaper;

Sustainable Funding Committee: Held committee meeting on 9/16- things are running on schedule, working on getting letters to newspaper editors, getting magnets, bookmarks, etc. made and paid for by the friends, will have a large banner made to be displayed by Henry Boyd, informational table to be set up in library during busy program times, informational table to be set up in Kent Plaza the weekend before the 414 vote, friends will purchase newspaper ad, next meeting will take place before the next board meeting.

A motion to approve the reports on Standing Committees was made by Breanne, seconded by Mike, and approved by all.

Old Business:

- A. A motion to approve the purchase and installation of two 48 Port Layer 2 PoE Fortinet Network Switches bundled with 3 years of FortiCare Comprehensive Support for a total of \$5,821.97 (Quote 1982), based on the options presented by Anthony on 8/19/25, was made by Mike, seconded by Meghan, and approved by all.

New Business:

- A. A motion to approve the 2026 Budget Request and letter to Town Supervisor was made by Ava, seconded by John, and approved by all.
- B. A motion to remove Martha Collins, former Board President, as signatory to PCSB and HVCU bank accounts was regrettably made by Breanne, seconded by Irene, and approved by all.
- C. A motion to add Ava Rogers, Board President, as signatory to PCSB and HVCU bank accounts was made by Irene, seconded by Jess, and approved by all.
- D. A motion to postpone the consolidation of Jamex coin machines (copier and printer) into one machine for the time being was made by Meghan, seconded by John, and approved by all.
- E. A motion to approve the hiring of Lisa King as Head of Circulation (Principal Library Clerk) as of 8/25/25 was made by Mike, seconded by Breanne, and approved by all.
- F. A motion to approve the hiring of Marisa Lamb as Library Assistant – Adult Programming (Library Assistant) as of 8/19/25 was made by Irene, seconded by John, and approved by all.
- G. A motion to approve the hiring of Hayden Sala as Library Clerk as of 7/23/25 was made by Ava, seconded by Mike, and approved by all.
- H. A motion to approve the promotion of Library Page, Marygrace Orfanella, to Library Clerk as of 8/8/25 was made by Breanne, seconded by Irene, and approved by all.
- I. A motion to appoint Rebecca as our Advocacy Ambassador was made by Breanne, seconded by Irene, and approved by all.

Next Board Meeting: Next KPL Board meeting is Tuesday, October 21, 2025 at 7:00 PM.

Adjournment: Motion to adjourn was made by Ava, seconded by Jess, and approved by all at 7:46 PM.

Respectfully Submitted by

Breanne Griffith