

Ellington Free Library

Board of Trustees Meeting Minutes

Date: August 31, 2026

Time: 7:00 PM

Location: Ellington Free Library

1. Call to Order

The meeting was called to order at 7:00 PM.

Present: Cindy Wragge, Judy Whittaker, Dee Young, DreAnn Csorba, and Christine Lippencott.

Guests: None.

A quorum was present.

2. Approval of Previous Meeting Minutes

The Board reviewed the minutes from the previous meeting.

A motion was made by Christine Lippencott to approve the previous meeting minutes. The motion was seconded by Dee.

Motion carried.

3. Treasurer's Report

The Treasurer presented the current financial information for review.

- Financial reports and bills were reviewed.
- The Board discussed a \$500 donation toward future flooring/carpet improvements and agreed to keep this in consideration as flooring plans develop.
- The Board discussed transferring CD #7 to the library account. A motion was made by Cindy and seconded by Christine Lippencott.

Motion carried.

The Board also discussed the library budget, including questions regarding grant funding and the current budget.

A motion was made to approve the budget and was seconded by Christine Lippencott.

Motion carried.

4. Director's Report

The Director provided updates regarding library activities, operations, and other library business.

The Board discussed the library's funding and budget situation, including whether the library had received an anticipated grant and questions regarding LLSA budget/funding.

Cindy will contact Rhonda for additional information regarding the budget and potential funding.

The Board also discussed the process for members participating in meetings remotely and whether a trustee participating by telephone or Zoom may vote. DreAnn will speak with Jan to obtain clarification.

5. Old Business

Lawn Service — The Board discussed the current lawn service arrangement and monthly payment.

Well — The Board discussed the well cleaning and testing process. Trent recommended using a 12.5% cleaning solution, allowing it to sit for approximately eight hours, then pumping it out and submitting a water sample for testing. The Board discussed having the water tested through the Mayville Health Department. The library is awaiting completion of the water testing.

Window Washing — Cindy will follow up regarding having the library windows washed.

Building Maintenance and Repairs — The Board discussed outstanding building maintenance and repair needs. Cindy will arrange a Building Committee meeting for Monday, September 21, at 7:00 PM to discuss building repairs and priorities.

6. New Business

Large-Print Bookcases — The Board discussed purchasing bookcases to accommodate the library's large-print book collection. Two bookcases are needed, with an estimated total cost of approximately \$810. A motion was made for Judy to purchase the bookcases. The motion was seconded by Cindy. Motion carried.

Upcoming Fundraising/Event Discussion — The Board discussed a possible Beef on Weck Dinner fundraiser, tentatively planned for Saturday, March 13, with catering by 3 C's. Christine Lippencott would be in charge of the potato salad.

The Board also discussed an Election Night Dinner on November 3, depending upon whether the water situation at the library has been resolved. A proposed menu included turkey, potatoes, peas/carrots, rolls, and brownies. DreAnn volunteered to provide brownies.

7. Building & Grounds

The Board reviewed current maintenance needs and discussed priorities for upcoming repairs. Further discussion will take place at the Building Committee meeting scheduled for September 21.

8. Public Comment

No public comment was noted.

9. Board Member Comments

Board members discussed upcoming activities and fundraising opportunities.

The Board also discussed the recommendation to wait before approaching the Town regarding an increase in library funding. The Board agreed that it may be preferable to wait until after the November election before pursuing the request.

10. Adjournment

There being no further business, the meeting was adjourned at 8:13 PM.

Next Meeting: September 28, 2026, at 7:00 PM.

Respectfully submitted,

Christine Lippencott

Secretary, Ellington Free Library Board of Trustees