



Brunswick Community Library

BOARD OF TRUSTEES MEETING MINUTES

March 17, 2026

The Brunswick Community Library provides access to life-long learning, resources, engaging activities, and an inclusive community space for all.

Call to Order: 6:01 pm

Present: Virginia Anderson, Brittany DeWire, Therese Goyette, Rick Jensen, Jonathan Mann, Annie Metzger, Carol Rosbozom, Jenn Shatz, Andrea Wedler, Debra Zaffuts, Sara Hopkins

Excused: Alix Duggan, Meredith Lee-Clark, Yusuf Silk

Approval of February 2026 meeting minutes: Motion to approve by Andrea; seconded by Carol. All in favor, motion carried unanimously.

Treasurer's Report

- Approval of February 2026 Treasurer's Report: The Treasurer sent the report via email in the days leading up to the meeting, and the Finance Committee met immediately prior to this meeting to discuss the report. The Finance Committee motions to approve the Treasurer's Report; seconded by Deb. All in favor, save Rick, who abstained. Motion carried.

Director's Report

- Monthly Community Message: Bake Off! Sign UP! Then also come and eat cookies. Also remind people about free audiobook access on Libby, and Libby generally as some people thought that ending Hoopla ended Libby too. Many older audiobooks have no wait times on Libby - check there first before paying for it on Audible! Brittany challenged all of us to get one new person to try Libby this month.
- The monthly statistics were shared with the board via email prior to this meeting.
- The St. Paddy's Day book sale went really well! So did the puzzle swap.
- Kimchi and History: Founding of Schenectady are both tomorrow!

Committee Reports:

Continued work supports 2026 goals...

- **Building & Grounds:**

- update on small indoor maintenance projects: AED is installed. Baby changing station needs to be replaced or repaired - immediately following the meeting, Rick and Jonathan inspected it thoroughly by removing it from the wall, decided that its gas shock might need replacing, and Annie ordered a replacement shock. It will be delivered this week, and Jonathan volunteered to install the new one to see if it fixes the problem. If not, a replacement will be investigated - Sara will reach out to the bathroom installers to see if they can install a new one or can suggest someone who can.
- Plans to begin outdoor projects: Sara had a patron who works for Regeneron reach out about a volunteer day in the fall, where she and her fellow employees will come work for the library. We think we would steer them toward: adding the letters LIBRARY to the front of the library, moving the bike rack, building the raised beds higher, expanding the compost bins and adding

lids to the “composting” sections, installing reflective driveway markers. Annie will put together a proposal for Sara to send to her.

- **Fundraising / Annual Appeal:**
 - upcoming March Madness Cookie Bakeoff: need to get a physical flyer to Stewart’s, and send the info to Kelly Onorato so it can be included in the school newsletter. Socials “Have you signed up?” We really need to get more participants.
 - start planning the targeted ask for the 2026 spring appeal - think on what we would like to ask for. We will work up the draft after the Bake Off.
- **Nominating:** Andrea promises to reach out this month to those whose first terms are ending in 2026 to ask if they wish to continue for another term.
- **Personnel & Policy:** BCL Professional Development Day planning is on hold until Sara has submitted the annual report to the state; that is taking up a lot of her processing space. Somewhat relatedly, Chris Saagas says that UHLS offers more trainings for board members than just the annual training, like construction grant training.
- **Website Committee:** Sara thinks MailChimp might start charging; this is the program we use for the email newsletter. We should explore free or low cost alternatives to MailChimp. Committee will meet at 5:15 on 4/21, before the April meeting.

Old Business:

- Google Workspace Workshops – No more sessions are needed. Is everyone regularly checking their library email inboxes? Sara would like more responses!
- Upcoming UHLS Handbook Book Club series sessions: **2026 Trustee Handbook Book Club Series** (all session meet from 5–6:30pm) [April 16: Hiring and Evaluating the Library Director](#) presented by Brian Hildreth, Executive Director, Southern Tier Library System, [June 17: Laws and Regulations](#) presented by Trustee Handbook Co-author Rebekkah Smith Aldrich, [October 29: Duties and Responsibilities of Key Officer Roles](#), Panel Discussion moderated by Trustee Handbook Co-author Rebekkah Smith Aldrich

New Business:

- The US House of Reps is planning FY2027 budget for libraries – contact our Reps to support!
- News from other UHLS libraries: Poestenkill did a really cool curling program where they took a field trip to the Albany Curling Club. Grafton is hosting a clothing swap in May - Sara is super excited to have that program go other places, as it’s so popular.
- Brittany proposed a Prom or Homecoming Dress Swap, and then we take the leftovers to the Hope 7 place afterwards. All decided that a Homecoming swap in the fall would be great - September. Maybe just a separate section of the back-to-school swap.
- Are we really looking at doing a library 40th anniversary Gala?? We will pick a date for the Gala in 2028 at our May meeting.

Next Brunswick Town Council meeting: April 9, 2026 at 7pm (*Virginia Anderson attending for BCL*)

Next Library Board of Trustees meeting: April 21, 2026 at 6pm (UHLS CORE Trustee Training). Let’s communicate via email about what snacks everyone will bring.

Adjourn: 6:58 pm Motion to approve by Andrea; seconded by Jenn. All in favor, motion carried unanimously.