

MENDON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
Monday November 3, 2025, 7:00 p.m.
Mendon Public Library

Unapproved

PRESENT: Mary McCabe (President), Tom Ochsenhirt (Vice-President), Alison Zero Jones (Treasurer), Katie Corey (Corresponding Secretary), Tom Dooley, Katie Ghidui, Alicia Zysman-Cromwell

EXCUSED: None

OTHERS PRESENT: Lyla Grills (Director), Lisa Reniff (Recording Secretary), Danny Bassette (Public)

Meeting was called to order at 7:01pm by Mary McCabe.

INTRODUCTION OF NEW TRUSTEE: (Mary McCabe)

Katie Ghidui, the new Mendon Public Library Trustee, was introduced.

PUBLIC COMMENT:

Danny Bassette: Danny had a comment about Sustainable Libraries Initiative. He was concerned that the board would follow the SLI down a path of good intentions, wasting time and energy. Mary and Alicia responded that it was more than environmental sustainability but included the library operations would be sustainable for the long term.

Sustainable Library Initiative Committee: (Mary McCabe)

The MPL Sustainability Policy was reviewed and discussed. There were two additional edited paragraphs presented. It was felt that both held important information and that both could be included.

A motion was made to accept the MPL Sustainability Policy with changes that were indicated.
Motion: Mary McCabe Second: Alicia Zysman-Cromwell Unanimously Approved

APPROVAL OF MINUTES: (Mary McCabe)

Motion was made to approve the minutes from the October 6, 2025, Mendon Public Library Board of Trustees Regular Meeting with minor corrections.

Motion: Mary McCabe Second: Alicia Zysman-Cromwell Unanimously Approved

PRESIDENT REPORT: (Mary McCabe)

The BOT received an email from supervisor Moffitt regarding a retired employee going back on the town health insurance starting in 2026. The town supervisor stated that the library would have to bear the

expense in their 2026 budget. The MPL BOT would write a letter to the employee. They would not have a decision regarding this item in a timely manner for their decision on 2026 health care.

TREASURER'S REPORT: (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the November 3, 2025, Regular Meeting. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments.

A review of the transfer of funds within the MPL budget to different budget lines. As anticipated, there was a need to transfer to the utilities line.

Motion was made to accept the Financial Report of the MPL Board of Trustees for the November 3, 2025, regular meeting.

Motion: Alison Zero Jones

Second: Mary McCabe

Unanimously Approved

CORRESPONDING SECRETARIES REPORT: (Katie Corey)

Nothing to report.

COMMITTEE REPORTS

Budget Committee: (Lyla Grills)

The Town of Mendon Final Budget was published on their website. Lyla distributed a condensed library budget and commented that the town had not gotten the firm the numbers for medical insurance when this budget was decided.

Policies Committee: (Lyla Grills)

No new policies were distributed to review.

Long Range Plan Committee: (Tom Dooley)

No Report.

NEW BUSINESS

2026 OFFICERS & COMMITTEES: (Mary McCabe)

A discussion was held regarding the 2026 officers and committees. Everyone seemed happy with their current committee assignments.

OLD BUSINESS

Trustee Training: (Lyla Grills)

No one has completed the 2-hour required training for 2025. Trustees were encouraged to attend and report any additional trainings.

DIRECTORS REPORT: (Lyla Grills)

The Library Director's Report was distributed and reviewed. The following items were discussed:

- Visits were the highest this month since pre-2017.
- Our primary book distributors for adult books went out of business. We have an account with Brodart that we currently use for youth books. This disruption caused delays in receiving adult books.
- The new software, Patron Point, will be used for our newsletter starting November 1st.

NEW BUSINESS

2025 EOY Meeting: (Lyla Grills)

The 2025 EOY Meeting will be held on December 23rd. Time is to be determined.

CauseWave Meeting: (Lyla Grills)

Lyla reviewed the meeting with CauseWave on capacity building that happened via zoom. Lyla, Alicia and Kelly represented MPL. CauseWave followed up with a proposal for a mini-marketing campaign in 2026 to help the library focus their ideas. CauseWave offered grant funding to cover some of the cost. There is also an RRLC Capacity Building grant opening on November 7th which could cover additional costs...

2026 BOT Meetings and MPL Closed Dates: (Lyla Grills)

Lyla distributed the following meeting and closed dates for 2026.

PROPOSED 2026 MPL Regular Meeting Dates		
January 5, 2026	May 4, 2026	September 14, 2026
February 2, 2026	June 1, 2026	October 5, 2026
March 2, 2026	July 6, 2026	November 2, 2026
April 6, 2026	August 3, 2026	December 7, 2026

PROPOSED 2026 MPL Closed Dates	
Thursday January 1, 2026	New Years Day
Saturday April 4, 2026	Easter Saturday
Thursday May 14, 2026, 9am-1pm	Staff Training
Saturday May 23 and Monday May 25, 2026	Memorial Day Weekend
Saturday July 4, 2026	Independence Day
Saturday September 5 and Monday September 6, 2026	Labor Day Weekend
Thursday November 12, 2026, 9am-1pm	Staff Training
Wednesday November 25, 1pm-8pm, Thursday November 26 and Friday November 27, 2026	Thanksgiving
Thursday December 24, Friday December 25 and Saturday December 26, 2026	Christmas
Thursday December 31, 2026, 1pm-8pm	New Years

Motion was made to accept the 2026 MPL Board of Trustees Regular Meetings and MPL Close Dates as presented.

Motion: Mary McCabe

Second: Alicia Zysman-Cromwell

Unanimously Approved

PUBLIC COMMENT: none

Regular Meeting adjourned at 8:33pm.