

**Gilman Library Trustees Meeting Minutes  
Lower Level Meeting Room—November 4, 2025**

**Call to Order:** 5:10 PM by Betty Jane.

**Present:** Betty Jane Muelenbroek, Gabrielle O'Toole, Sarah Hill, and Holly Brown.

**Minutes** – Motion to accept the October minutes by Annette. Seconded by Sarah. Passed.

**Treasurer's Report (Balance as of September 30, 2025, October 2025 statements pending)**

General Checking - \$42,515.07

Money Market (Profile Fund 1) - \$24,473.01

Nancy Jordan Memorial Fund - \$1,362.49

Other Funds – Funds held by Town of Alton

Capital Reserve Fund for Library Building Improvements - \$71.06 (as of December 31, 2022).

Eveline L. Palmer Trust Fund for library books (Interest to spend) - \$0.00 (as of May 30, 2024)

Oliver J.M. Gilman for library books (Interest to spend) - \$527.64 (as of May 30, 2024)

Annie A Wheeler by Agnus Thompson for the library (Interest to spend) - \$3,918.69 (as of May 30, 2024) Calvert Fund for maintenance & repair (principal and interest to spend) - \$1,000.00 (as of May 30, 2024)

**Deposit Income Activity/acceptance of funds –**

To Checking – Total for September 1<sup>st</sup>, 2025 thru October, 2025 - \$245.47

(Deposited October 30, 2025, reflected on October 2025 statement)

Copies -\$71.95

Consc. / Donation Jar – \$38.52

Fax - \$9.00

Coffee – \$3.00

Membership - \$120.00

Movie Donation - \$3.00

Note:

Fidelity funds transferred to checking from Profile 1/Money Market to Checking for programming - \$1,500.00

Donation to Nancy Jordan Memorial Fund by Jordan family - \$300.00

Town of Alton reimbursement (invoice 10/14/2025) - \$3,420.50

**Yearly Income Totals January 1, 2025 thru October 25, 2025**

Library generated funds (donations, etc.) – \$2,895.00 (to General Checking)

Trust Funds held by Library (from Fidelity) – \$30,262.50 (to Money Market/Profile 1)

Town of Alton reimbursement – \$7,087.26 (to General Checking)

Friends of the Library - \$300.00 (to General Checking)

Trust Funds Held by the Town - \$0.00

Trust Funds held by Fidelity – August and September interest accrued – \$00.00 (October 2025 pending) Yearly interest accrued \$675.21

Motion to accept Treasurer's Report & Donated Funds made by Annette. Seconded by Gabby. Passed.

**Old Business**

Motion to pay \$20.00 tip from Money Market by Annette. Seconded by Betty Jane. Passed.

A work order will put in to have Artie will check the roof before repairs are made. Jalbert will meet with us to discuss another quote.

Discussion of Director Position and update of open positions.

## **New Business**

### **Meetings to note**

Business meeting – December 2, 2025 at 5:00 pm

Selectmen Budget Discussion – Wednesday, November 12 or Tuesday, November 25 at 6:00 pm

Trustees of the Trust Funds –Monday, November 17 and Monday, December 15 at 9:00 am

Motion to adjourn at 6:31 by Annette. Seconded by Betty Jane. Passed.

Respectfully Submitted, *Sarah E. Hill*  
Sarah Hill

Secretary, Gilman Library Board of Trustees