

Gilman Library Trustees Meeting Minutes

Lower Level Meeting Room—April 7, 2026

Call to Order: 5:00 by Annette.

Present: Betty Jane Meulenbroek, Sarah Hill, Gabby O'Toole, Kristine Simone, Annette Slipp, and Eileen Gilbert, Librarian.

Minutes: Motion to accept the March minutes by Betty Jane. Seconded by Kristine. Passed. Motion to accept February minutes by Gabby. Seconded by Kristine. Passed.

Treasurer's Report Balance February 27, 2026

General Checking \$26,520.75

Money Market (Profile Fund 1) \$20,717.30

Nancy Jordan Memorial Fund \$1,662.82

Other Funds (town held)

Capital Reserve Fund for Library Building Improvements \$71.06 (12/31/22)

Eveline L Palmer Trust for library books \$0 (5/30/24)

Oliver J. M. Gilman for library books \$527.63 (5/30/24)

Annie A Wheeler by Agnes Thompson for the library \$3,918.69 (5/30/24)

Calvert Fund for maintenance & repair \$1,000.00 (5/24/24)

Deposit Income Activity/acceptance of funds

Copies	Maps	Donations	Fax	Coffee	Membership	Lost Cards	Town	Lost Items
48.15	30.00	117.50	33.00	2.75	20.00	1.00		82.64

YTD Totals 2026

To General Checking

Library Generated \$659.34

Town of Alton reimbursement \$2,465.38

Fidelity Library-held Funds to Money Market Profile 1

Interest accrued

Town-held Trust Funds

Motion to accept treasurer's report by Annette. Seconded by Gabby. Passed.

Old Business

Discussion of Memorandum of Understanding (HR & Town Manager). What parts of the building is the town responsible for. Personnel policy for tracking pay for Finance Department.

Discussion of Library being listed as a service rather than a separate department, on the Alton Town Website.

Discussion of where to display the new portrait of Holly Brown, our recently retired Librarian.

New Business

We will review and provide feedback the proposed Collection Development Policy Draft to written by Eileen Gilbert by the next meeting.

Discussion of carpet cleaning quotes: three are in process.

Viewing of new furniture for meeting room.

Meetings to Note

April 8, 2026: Budget Committee Meeting for Revised Budget

May 5, 2026: Trustees Meeting

Motion to adjourn by Kristine at 5:34. Seconded by Gabby. Passed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sarah Hill". The signature is written in dark ink and is positioned above the printed name.

Sarah Hill, Secretary