ROSWELL P. FLOWER MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, July 14, 2026

Present: Ms. Calarco Mrs. Renzi-Falge
Mrs. Evans
Mrs. Seymour
Mr. Bolton
Mrs. Weldon
Mrs. Burdick
Councilman Robert Kimball, City Council Liaison
Guests: Ashley Pickett, Librarian III
Excused: Mrs. Tarzia, Mr. DiFabion, Mr. Slater, Mrs. Wright, Mrs. Marcia Kettrick, Friends President

CALL TO ORDER: Meeting was called to order at 4:01pm by Ms. Calarco.

APPROVAL OF MINUTES: Ms. Seymour moved to approve the minutes from the June 9th, 2026 meeting, Mr. Bolton seconded the motion. Motion carried.

PRESIDENT'S REPORT: Ms. Calarco reminded board members to please work on their continuing education requirements. Two board members have fully completed their two hour requirements.

CONSOLIDATED EXPENSES AND TREASURERS REPORT: Due to reporting questions and Mrs. Carr being absent, it was decided to table voting on financial reports until the August meeting.

DIRECTOR'S REPORT:
Building & Grounds
Capital Construction is lining up their subcontractors to help with the Makerspace project. They will be using Hyde-Stone for mechanical and plumbing, Northern Glass for the windows and aluminum storefront, and C&S Flooring for the floors. They are gathering samples of everything for our review. Once we have the samples we can schedule a kick-off meeting for construction. The availability of Northern Glass to get materials in will ultimately drive the schedule.
Programming/Department Highlights
From Ashley Pickett: On Wednesday, June 10th, I hosted representatives from the Jefferson County Soil and Water Conservation District office for a second Rain Barrel and Garden Workshop. Attendees learned about storm water, rain gardens, and rain barrels from local civil engineers; information about changes in local precipitation was also included. Rain barrels constructed out of food-grade 55 gallon drums were given out to participants thanks to a generous grant applied for and received by JCSWCD staff. The first workshop, held during October of 2025, did not require signups and due to popularity JCSWCD staff immediately ran out of barrels! This time, staff stuck to a signup process and gave barrels only to those who registered for the program. Signups opened about a month before the event date and were completely full less than 24 hours later! Signups were capped at 45 participants and in the end 50 total barrels were given to community members. This is a fabulous partnership and it is my hope to offer it again next year!

From Olivia Bauer: On Tuesday, June 9th, I hosted a Paint by Number and Sip program for adults. I provided a variety of summer themed paint by number templates and the supplies needed to create them. Iced tea and lemonade were provided as the sip portion of the program. 11 patrons attended this program and expressed how much they enjoyed the concept and the variety of painting options available. Participants chatted and mingled even with people they were meeting for the first time. It was nice to see an activity that brought strangers together even for a short time. Overall, this was a successful low-cost program that I would like to host again. The only change I would make would be to schedule the program for a longer time slot so participants have time to complete their paintings without feeling rushed.
Miscellaneous
The Youth Services Department would like to stay open later on the evening of Friday October 30th from 6 pm-7:30 pm to show a movie. The movie will be shown on the lawn unless the weather is bad and then would be moved inside.

Kate Henry-Wilkinson was one of the employees chosen for the City's Employee of the Quarter 2. I nominated her for the Unsung Hero Award for her continued hard work and dedication to the library and her role after over 10 years. As a reminder, Employee of the Quarter is a new recognition program through the city where department heads are asked to consider nomination hardworking employees in their departments. I believe this is very helpful for employee morale and I look forward to contributing more in the future.

Thanks to a generous donor, we will soon be adding Disc Golf games to our collection for checkout!

COMMITTEE REPORTS:

- ***Building & Grounds*:** No report.
- ***Finance & Investment Committee*:** A reminder will be made to Mr. Slater to investigate two CD's up for renewal and for a recommendation on reinvestment.
- ***Friends Committee and Liaison report:*** Mrs. Kettrick was absent from the meeting but provided updates in addition to the updates from Mrs. Weldon. The Friends recently conducted a financial review for the first time in many years. They intend to continue to do this in alignment with their bylaws. They have received one new lifetime member since launching their new membership platform. As of June they have 261 active members. Raffle basket ticket sales are going well. They are available for purchase at the main circulation desk or at the Friends Farmer's Market Table. The group had a big discussion on other possible fundraising ideas moving forward, including participating in the Wagathon with a table on August 8th in Henderson.
- ***Policy Committee:*** Mrs. Renzi-Falge stated that she had sent two policies for review to the committee. The first policy is adding the new Disc Golf Games to the circulation policy and the second is to make accommodations in the library card policy for unhoused individuals. These will be brought to the full board for review next month.

OLD BUSINESS:
None.

NEW BUSINESS:
Motion to approve staying open from 6-7:30 pm on October 30th for an outdoor movie by Mrs. Evans, Mrs. Weldon seconded the motion.

TASK REVIEW:

1. Mr. Slater to review CD's
2. Updated financial reports for voting at the August meeting
3. Policy committee to review updated policies before next meeting

MOTION TO ADJOURN: Mrs. Seymour motioned for the meeting to be adjourned. Mrs. Weldon seconded the motion. Meeting adjourned at 4:35pm.
The next meeting of the Board of Trustees will be held August 11, 2026 at 4:00pm in the New MakerSpace at the Flower Memorial Library.

Suzie Renzi-Falge, Recording Secretary