

Hamilton Public Library  
Board of Trustee Meeting  
**Wednesday October 1, 2025**

Members in attendance: Susi Pipkin, Joy Durbin, Sarah Connelly, Bridget Foreman, Sarah Crawford, and Director Sonja Farnsworth

Call to Order 5:59

- Business:
  - Approval of Minutes from September Meeting- Joy made a motion to approve and Susi seconded- motion passed.
  - 9 New card members in the Month of September
  - Almost complete with organizing the juvenile section
- Treasurer's Report:
  - Report done in September. No report for October.
- Director's Report - Sonja Farnsworth
  - \$750 from the paperpie fundraiser (pick up on Friday)
    - This will offset the Junior Library Guild that was dropped from the budget.
  - Still waiting on State Library Reimbursement check from Summer Reading Grant
    - Government is in shutdown so this is delayed
  - No Mini Tech Grant - no need for our library at this time
    - Maybe next year replace computer and monitor for check out
  - End of year fiscal Report due in November (plan to complete October 8)
    - Sams due October 15
    - Financial audit report due December
  - Getting a Debit Card for Regular Bank Account
    - Switched to Amazon Business that would be cheaper but needs a card.
    - Could pay bills online so it saves on storage.
      - To keep transparency issues, a plan can be set up for accountability with the treasurer.
  - TV donated to the library
- New Business
  - Bridget motion to obtain a debit card for the Regular Bank account, Sarah Crawford seconded. Motion Passed.

- o Observed Holidays for the 2026 year
  - 12 days off
  - Closed December 26th and July 4th with no pay. Off on June 19th as a Holiday. Everything else is as normal (option b on Observed )
    - Bridget motioned to approve, Sarah Crawford seconded, Motion Passed.
- o
- Old Business
  - o Strategic Planning - Tabled until more board member present
  - o Friends of the Library
    - Sarah Crawford is willing to be a founder
      - Caldwell County Foundation and use their 501C3 (talk to Kelly Pingleton)
        - o Going to double check on a conflict of interest
      - Going to have a meeting on October 20th
  - o Discussed ways to fill board member positions
  - o MSQC will donate \$250 for letting them use the front of the library. It is going to go to the free library.
  - o April we will put the new book box in.
  - o 50th Anniversary- in April
- Adjournment was motioned by Joy Durbin and seconded by Bridget - Motion Passed. Time: 6:33pm