

South New Berlin Free Library
Public Meeting
January 13th, 2026

Board Members Present: Samantha Kemnah, Robert Decker, Scott Stensland, Carrie Lewis, Gary Smith, and Laura Riddle

Absent: Kathie Burnside

Others Present: Paul Rowe, Accountant and Robin Avolio, Director

Public Present: None

The meeting was called to order at 5:30 pm by Samantha Kemnah, Vice President.

The agenda was reviewed and adopted (with the modification to move the audit, in the agenda to after the adoption of the agenda) on a motion made by Carrie, second by Bob, and passed.

Financial audit was completed by the board. Transactions selected by trustees were reviewed and backup documentation was provided by Paul. A motion was made to accept the audit as completed was made by Scott, second by Bob, and passed.

The financial report was reviewed. Three NBT credit card statements were reviewed and approved via board initials. A quote for a new laptop through 4-county, including a 3 year service plan for a cost of \$1,321 was discussed. A motion to approve the laptop for this price was made by Carrie, second by Scott, and passed. A quote of \$800-\$1000 was given to replace rotten boards and fix the gutters. A motion was made by Laura to approve up to \$1,000 for the gutter project, second by Carrie, and passed. A stair lift quote of \$14,215 was discussed. The library will be looking into grants to apply for to help with the cost of the stair lift.

The 2026-2031 long range plan was reviewed and discussed. A motion to accept the plan was made by Scott, second by Gary, and passed.

Robin presented the 4th quarter Directors report. Reviewed purchases and petty cash. Robin will be working from home for four weeks. The Library had a successful mitten tree and food drive. The Annual report usually is due in Feb, will now be due April 1st. Story times have been well attended. The Annual book sale will be pushed back to March. There will be a four-county program regarding genealogy in the future.

2026 Conflict of Interest forms were signed by all present board members.

Director evaluations were completed.

Under old business the CD was discussed. A decision will be made at the next meeting whether we roll the money over or start a new CD.

The dates of the future meetings will be 3/24/26 at 5:30 and 4/21/26 at 5:30.

The meeting was adjourned at 7:01 by Sam.