

LAKWOOD MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
December 16, 2025, 6:30 PM

CALL TO ORDER/ROLL CALL

A quorum was determined to be present and Nick Spry called the meeting to order at 6:35 p.m.

Present

1. Lissa VanDewark
2. Nick Spry (President)
3. Chris Swanson (Secretary)
4. Jade Barber
5. Lynn Kinnear
6. Michelle Richau
7. Lisa Yaggie
8. Mitch Klein

Absent

9. Maria Malmström
10. Kristin Melville

Non voting

1. Shannon Taylor (Director)
2. Adam Hughes (Program Director)
3. Olivia Derby

SECRETARY'S REPORT

Jade made a motion to approve the October 15th, 2025 minutes. The motion was seconded by Lynn and passed unanimously.

DIRECTOR'S REPORT

Program Report

- Library use for the year is tracking to surpass 2024 for circulation and visits. Program attendance (6129) has already broken the previous record.
- The annual appeal letter has been sent out and responses are just beginning.
- The homeschool program continues to grow with excellent feedback from parents.

STANDING COMMITTEE REPORTS

Library Development Committee

The fall book sale was successful with a profit of \$850

Finance Committee

Lisa made a motion to accept the proposed 2026 Budget. Michelle seconded the motion and it passed unanimously.

Grounds and Facilities Committee

Planning is underway for 2026 capital improvements.

OLD BUSINESS

Bylaw Amendment

The following amendment was proposed by the board at the October meeting and is being presented for ratification. Jade made a motion to ratify the following amendment:

Committees (section 7) will be changed to separate the finance committee from the executive committee:

7a will read: The Executive Committee shall consist of the officers of the Board.

To insert as 7c: A Finance Committee of at least three Board members, including the Treasurer, shall be appointed by the President for the purpose of reviewing the investment portfolio and making recommendations to the Board semi-annually or as otherwise requested.

The motion was seconded by Mitch. The motion passed unanimously.

NEW BUSINESS

The next meeting will be moved to Wednesday, February 11th, 2026 at 6:30 p.m. to avoid the SWCS school break.

Trustee Applicants

Mitch made a motion to elect Olivia Derby to a board term beginning as of July 2025 and ending in June 2028. The motion was seconded by Lynn and passed unanimously.

Adjournment

Jade made a motion to adjourn the meeting. The motion was seconded by Michelle and the meeting adjourned at 7:50 p.m.