

FLORIDA PUBLIC LIBRARY
Monthly Meeting Agenda – December 8, 2025

I. Call to Order

Board Members Present:
Board Members Excused:
Board Members Absent:
Also Present:
Members of the Public:

Establish a quorum is present.

II. Review & Approval of Agenda

Motion by _____ seconded by _____ to approve the agenda for the Dec. 8, 2025 meeting.

VOTE: YES NO

III. Presentation by Kathleen Sowle – Lothrop

IV. Minutes

Motion by _____ seconded by _____ to approve the minutes of the November 3, 2025 Meeting as printed/corrected.

VOTE: YES NO

V. Announcements and Comments from the Public

VI. Financial Reports

- A. FPL Balance Sheet
- B. FPL Profit & Loss Budget vs Actual
- C. FPL Profit & Loss by Month

Motion by _____ seconded by _____ to accept the financial reports for November as printed/corrected.

VOTE: YES NO

VII. Warrant Schedules for December

Motion by _____ seconded by _____ to approve the Warrant Schedules for November as printed/corrected.

VOTE: YES NO

VIII. Budget Amendment

Motion by _____ seconded by _____ to amend the 2025-2026 Fiscal Year Budget by \$21,000 to credit the Use of Capital Reserve Account (#4095) Line and to credit \$21,000 to the Capital Project-Architect/Attorney (#6904) Line.

VOTE: YES NO

IX. Renewal of Certificates of Deposit from ConnectOne Bank

Motion by _____ seconded by _____ to approve the renewal of the two 7-month Certificate of Deposit accounts at Connect One Bank at the current market rate.

VOTE: YES NO

X. Director's Report

Motion by _____ seconded by _____ to accept the Director's Report as printed/corrected.

VOTE: YES NO

X. Communications

- Thank you letter to the Warwick Valley Gardeners for their donation of 4 books and 2 items for the Library of Things.
- Thank You letters for donations.

XI. Committee Reports

A. Finance – Trustee Scott

B. Personnel – Trustee Taylor

C. Nominating – Trustee Kosior

D. House - Trustee Carey

XII. Unfinished Business

- A. Trainings – Reminder that 2 hours of trustee training and yearly Sexual Harassment Training must be completed by 12/31/25.

XIII. New Business

A. Donations

John & Lynn Harter IMO Rebecca Stage	\$250
Madelyn Folino IMO Rebecca Stage	\$100
Mezzetti Enterprises	\$100

Motion by _____ seconded by _____ to accept \$450 from the donors, to thank them and to credit this amount to the Donations line (4050) of the budget.

VOTE: YES NO

The Friends also made a \$50 donation to RCLS to help support buses to Albany for Advocacy Day on Feb. 3, 2026. This check was written directly to RCLS.

B. Targeted Donation

Friends of Florida Public Library \$600

Motion by _____ seconded by _____ to accept \$600 from the donor, to thank them and to credit this amount to the Targeted Donations line (4060) of the budget and the Database & E-Books line (5090).

VOTE: YES NO

C. Grants & Aid

RCLS - \$300 – 2025 Outreach Grant: Memory Care for Older Adults

Motion by _____ seconded by _____ to accept \$300 and credit this amount to the Grants/Aid line (4080) of the budget.

VOTE: YES NO

D. Personnel

Motion by _____ seconded by _____ to accept the permanent appointment of Catherine Incledon as Library Assistant effective 11/20/2025.

VOTE: YES NO

E. Circulation Policy

Motion by _____ second by to approve the Circulation Policy effective 12/8/25 as printed/corrected.

VOTE: YES NO

F. Items for Future Agendas

1. Annual Audit - Presentation moved to January Meeting
2. Reports from NYLA

XIV. Adjournment

Motion by _____ seconded by _____ to adjourn at _____ p.m.

VOTE: YES NO

Next Meeting: Regular Monthly Meeting, Monday, January 5 at 6:30 pm.