

Perry Public Library
Board of Trustees Regular Meeting
December 8, 2025

Attendance: Barb Glenn, Jessica DeMarte (Director), Sandy Lawrence, Greg Quartz, David Shearing (Vice President), Virginia Winter

Excused absent: Lorie Ames, Angel Lowery (Treasurer), Stacee Muolo (President)

Vice-President David Shearing called the meeting to order at 7:00PM with the Pledge to the Flag.

Consideration of the Agenda and Conflict of Interest: None

Public Comment: None

Virginia Winter made a motion to approve the November 5, 2025 minutes. Greg Quartz seconded. The motion passed unanimously.

The Treasurer's Report regarding Cash Activities & Statement of Financial Position was discussed.

Barb Glenn made a motion to approve the Account Payable Voucher. Sandy Lawrence seconded. The motion passed unanimously.

Barb Glenn made a motion to approve Budget changes for the 2025 year. Virginia Winter seconded. The motion passed unanimously.

Director DeMarte's report was reviewed.

Youth Services Librarian Purvis's report was reviewed.

A motion from the Budget Committee to approve changes to the 2026 budget was seconded by Virginia Winter. The Motion passed unanimously.

A motion from the Policy Committee to approve changes to the Investment Policy was tabled.

A motion from the Policy Committee to approve changes to the Budget and Spending Policy was seconded by Barb Glenn. The motion passed unanimously.

A motion from the Policy Committee to approve the Credit Card Policy and Procedures as written was seconded by Barb Glenn. The motion passed unanimously.

A motion from the Policy Committee to approve the Gift Acceptance Policies and Guidelines as written was seconded by David Shearing. The motion passed unanimously.

A motion from the Policy Committee to approve changes to the Audit Policy was seconded by Barb Glenn. The motion passed unanimously.

A motion from the Policy Committee to approve the Bidding & Procurement Policy as written was seconded by Barb Glenn. The motion passed unanimously.

Barb Glenn made a motion to approve the Long-Range Plan 2026-2031. Virginia Winter seconded. The motion passed unanimously.

Sandy Lawrence made a motion to approve the Personnel Change Report for December 8, 2025. Virginia Winter seconded. The motion passed unanimously.

Barb Glenn made a motion to approve the 2026 Salary Schedule. Virginia Winter seconded. The motion passed unanimously.

Director DeMarte has updated the Taylor Fund to a CD for 5 months at 3.73% at Tompkins Bank.

Sandy Lawrence made a motion to adjourn at 7:43 PM. Virginia Winter seconded.

Dates: Wednesday, December 24th & Thursday December 25th- Library closed.

Tuesday, December 30th @ 4:00 PM – End of the Year Meeting

Wednesday, December 31st @ 5:00 PM – Library Closes Early

Thursday, January 1st – Library Closed

Monday, January 12th @ 7:00 PM – January Board Meeting

Respectfully submitted,

Barb Glenn, Secretary