

- R.K. Kittay Library

Trustee Meeting Minutes- Draft

January 12, 2026

Members Present -

Judy Zinn
Erica Shott
Jean Nardi
Sarah Porter
Jenna Devany Waters

Members Absent- Morgan Horton, Kristin Finch, Anniken Davenport

Call to order at 7:11 pm by Judy Zinn

Public Comments- None

Approve Minutes- Approve minutes for November 2025. Jean made a motion to approve the minutes. Erica seconded the motion. No discussion, November minutes approved.

Treasurer's Report- No Treasurer's report. Erica will send the report when she receives them from the bookkeeper.

Director's Report:

- Jenna has created a spreadsheet tracking donations.
 - PayPal is updated and ready to go
 - Jenna would like to determine what type of summer program the library would like to offer. The camp will run from 7/13-7/17. The summer program would shift from 9:00-12:00 to 9:00 to 3:00.
 - The program will be open for enrollment in the first week of February. The first week would be first offered to Rupert residents. After the first week, it will be open to everyone.
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- Jean questioned sponsorship of the summer program. The board will look into finding local businesses that would be willing to sponsor the summer reading program.

Old Business

- The discussion of the by laws will be tabled until the next meeting.
- Jenna reported that we are starting to see some donations coming back. The library has received around \$3,000 to date.
- Positive feedback on “No Strings”. The puppet making before the show was well received. There were 26 in attendance for the puppet workshop. The performance drew an audience of 55.
- The volunteer appreciation party was well received. Next year it may change to a later date in January.
- Judy reported that we have been approved for bingo at Modern Woodmen. We have not been assigned a date as of yet.

New Business

- Laura Barlow is the new cleaning person and has already started.
- The board will work on an alternate spring fundraiser instead of the plant sale.
- Jean relayed a comment from a patron. This person stated that she would be more willing to donate to an entity that sends a personalized appeal note- i.e. a note with a signature vs a form letter, no signature. The board appreciated the feedback and will consider this going forward

Thank You Notes- no thank you notes this month

The next meeting will be 2/9

Judy made a motion to adjourn. Jean seconded the motion. The meeting adjourned at 7:45.

Respectfully submitted by

Sarah Porter