



**Fayetteville Free Library
Board of Trustees Meeting Minutes
January 27, 2026**

DRAFT

Present: K. Blythe, J. Berg, P. Griffin, S. Gridley, J. Resig, A. Stone, M. Whipps, H. Matzel, E. Burnham, L. Flanagan, L. Kraus, D. Gorman

Absent:

Excused: M. Russell, W. Shepard

Call to Order:

Berg called the meeting to order at 5:32 PM

Mission Moment:

Matzel presented a selection of entries from the staff Slack communication tool. Comments were from the channel labeled "Mission Moment", Matzel noted that often staff is entering nice comments about their fellow coworkers.

Public Comment:

No public comments, no public attendee

Approval of Minutes:

Berg called for a resolution to approve the November 19, 2025, minutes as submitted. Griffin (M); Stone (S); unanimous approval
Whipps arrived at 5:38pm.

Review of Financial Reports:

Griffin: presented the Treasures Report prepared by Russell. Finance Committee met on January 22 and continue to execute their investment strategies for operating funds and restricted funds through CDs and Treasury notes. Reviewed the current and upcoming expenses related to the east wing renovations. Even with planning increased funding for the budget line for utilities the actual increases outpace the budget by approximately 20%. Berg called for a motion to accept the treasurer's report as presented:
Stone (M); Gridley (S); unanimous approval

Report of the President:

Berg for Shepard – Year end thank you to the community and board members who contributed to the Annual Giving Campaign and to board members who contributed to a staff appreciation holiday breakfast. Governance Committee will be working to ensure we meet the Library Minimum Standards, are following the bylaws and monitoring trends related to board obligations and engagements. FY26/27 budget prep is underway and will be voted on by the board at the

March 3rd meeting. Executive Director performance review and goal setting process has started and will be completed by May.

Report of the Executive Director:

Matzel presented trends in patron visits, program attendees, item checkouts, digital checkouts and technology usage for 2025 in comparison with 2023 and 2024. Matzel showed pictures and descriptions from programs, events, partnerships, outreach, training and advocacy that occurred September through December.

Board Committee Reports:

Facilities- Resig – the committee met on January 14th and discussed the East Wing renovations, building maintenance items, and the continued desire to move the library forward with fossil free fuel initiatives. With the renovation the library will need to upgrade the phone system.

Governance- Matzel reported that the Collection Management Policy will be reviewed in 2026 as well as Local History specific donation policies. This committee is working to develop the board training for 2026 and update the committee profile.

Board Action Items:

None

Matzel and Whipps led a discussion about the staff-led Fundraising Work Group.

Adjournment:

Berg called for a motion to adjourn. 6:26 PM:
Whipps (M); Stone (S); unanimous approval

Respectfully submitted:
Laurel Flanagan- Operations & Facilities Manager