TRUSTEES OF FORBES LIBRARY
Thursday, September 24, 2026

Present: Rebekah Anderson, Lisa Downing, Ruth Francis, Fred Kass, Molly Moss, Shelly Ruocco, Lolan Sevilla, Elizabeth Sheirer, Katy Wight. **Also Present:** Priya Charry, Adult Services Librarian; Jacquie Fraser, observer for the Friends of Forbes Library. **Present via Zoom:** Lolan Sevilla; Anne Teschner; Jo Landers, Bookkeeper; Heather Diaz, observer for the Forbes Library Employee Association (FLEA). **Absent:** None.

Pursuant to the extended authorization for certain remote meeting provisions signed into law by the Governor, and now available through June 30, 2027, this meeting was available for remote participation.

The meeting was called to order at 4:00 PM.

Public Comments
There were no public comments.

Shelly Ruocco made a motion to move the executive session discussion of the FLEA contract to the end of the meeting. Ruth Francis seconded the motion which passed by unanimous consent.

Secretary's Report
Shelly Ruocco moved that the Secretary's report of June 18, 2026 be accepted and placed on file. Ruth Francis seconded the motion, which was passed by unanimous consent.

Ruth Francis moved that the Secretary's report of the Executive Session of June 18, 2026 be approved, but not placed on file. Fred Kass seconded the motion, which was passed by unanimous consent.

The executive session meeting minutes will be approved to be made public in December.

Financial Reports
Jo Landers distributed and presented the Trustees Financial Reports for the fiscal year ending June 30, 2026 and the Trustees Financial Reports for the period ending August 31, 2026. The reports include a Statement of Activity Comparison, Statement of Financial Position Comparison, Budget to Actual Report, HVAC Project Statement of Activity, and Coolidge Museum Redesign Statement of Activity. The Statement of Activity Comparison report shows the current year compared to the prior year, and the amount of change. The Budget to Actual Report shows the amount budgeted for the current fiscal year, the amount spent year-to-date, and remaining amount or deficit.

Jo Landers said that the fiscal year-end reports represent a preliminary closing for the year. The "other expense" entries at the bottom of the Profit & Loss for capital improvements (mostly the HVAC project) will be on the balance sheet as assets on the tax returns, but are being left as expenses on these reports so the trustees can see where the money went. There will be some shifting between restricted and unrestricted income. Molly Moss did a preliminary audit of all the donations and noted that some restricted donations made by credit card weren't entered with the restriction (mostly related to the HVAC project), so those will be corrected before being sent to the auditor by the end of October. Overall, the Library had a good year, with

Financial Reports (continued)
revenue (not including investment income in excess of the 3.5% budgeted amount) over budget by $35k and expenses under budget by $4k.

For the August reports, Jo Landers said that on the income side, the library has already exceeded the budgeted donations for the entire year, due to two large unrestricted gifts - $174k from the Peter Rowe Trust and $40k from the Osgood Trust. The Trustees may decide to designate some of these funds for specific purposes. On the expense side it appears to be over budget by about $94k. However, that's normal this early in the year since several large expenses take place early in the fiscal year but are expensed equally over 12 months. For the same reason Personnel appears over budget because a 3-pay period month occurred early in the fiscal year. How to best show the budget and expenses for the Children's HVAC project is still being worked out, since $164k of the total capital expense budget wasn't spent last fiscal year because some bills didn't come in before June 30, offset by a $198k bill from the City in August. The carry-forward budget from last fiscal year is included at the bottom of the budget-to-actual report to try to capture this information. In response to a question from Fred Kass, Jo Landers said that the Finance Committee will discuss adding a column for percent change from the prior year.

Fred Kass made a motion to approve the June 30, 2026 and August 31, 2026 Financial Reports and place them on file. Anne Teschner seconded the motion, which was passed by unanimous consent.

Gifts, Donations, and Bequests, etc.
Lisa Downing reported that in June $6,943.86 in undesignated gifts was received, including $5,000 from Daniel Gardner and Claudia Levin, and a designated gift of $41.20 for the Coolidge Fund. In July, $182,500.51 in undesignated gifts were received, including $174,468.76 from the Peter Rowe bequest and $5,000 from Elizabeth Spelman, and a designated gift of $115.45 for the Coolidge Fund. In August, $42,880.10 in undesignated gifts were received, including $40,000 from the Mary Ellen Osgood bequest, and designated gifts of $2,022.65 for the Coolidge Fund and $10,000 for the Keogh Family Fund from the Mary Ellen Osgood bequest.

There were no receipts from sales/rents this month.

The following donations were received: Damon Family photo album ca. 1897-1910 containing approximately 672 cyanotype and ambrotype photographs with images of numerous historical Northampton and other Western Massachusetts locations, events, houses, and people; and 11 boxes/bags for the Rodney Kunath Collection including photographs, postcards, books, newspaper clippings, magazines, coins, stamps, and miscellaneous ephemera.

An update on fundraising was provided: A total of $230,000 for the year was budgeted and with the recent bequests so far $239,162 has been received. $75,000 has been budgeted for the annual appeals, $35,000 for Library Giving Day, $20,000 for Coolidge, and $100,000 for Other.

Shelly Ruocco made a motion to accept the designated and undesignated gifts and donations as reported. Rebekah Anderson seconded the motion, which was passed by unanimous consent.

Next Meetings

The next regular meeting of the trustees is scheduled for Thursday, October 22 at 3:30 PM and the representatives from Bartholomew & Co. will attend. The trustees scheduled the following meetings for the remainder of the year: Thursday, November 19; Thursday, December 17; and Thursday January 21, 2027. Meetings will be held at 4:00 PM unless otherwise noted.

The next meeting of the Friends of Forbes Library will be held on Wednesday, October 7, 2026 at 6:30 PM. Shelly Ruocco will attend on behalf of the trustees.

Department Report: Adult Services

Priya Charry introduced herself and presented the Adult Services Department report for the year. The team includes Priya Charry (Head of Adult Services), Heather Diaz (Adult Services Librarian), Robin Williams (Adult Services Librarian), Jill Emmons (ILL/A&M Specialist), Joshua Vrysen (ILL/Public Services Library Assistant), Pamela Acosta (Public Services Library Assistant/Hosmer Gallery Curator), Dylan Gaffney (Local History Specialist) and Julie Bartlett Nelson (Head of the Coolidge Museum). The report covered Reference and Technology Services, Arts & Music, Programming, and Community Partnerships.

She said that the Reference Department continues to provide thoughtful, patron-centered information and technology services for the community. In FY26 there were 350+ public computer users per week (Ref and A&M), with an average session time of 63 minutes per person. She anticipates seeing this number grow after the addition this spring of 25 new touchscreen Chromebooks awarded by the Mass Broadband Initiative's Connected & Online program. The Arts & Music department continues to provide high-quality entertainment to patrons with daily regulars and weekend moviegoers browsing the DVD collection and asking staff for recommendations. Pam Acosta and Heather Diaz put together a diverse and exciting schedule of exhibits in the Hosmer Gallery each year showcasing excellent artists in the community. Forbes hosts 10 monthly book groups and 2-4 standalone book discussions each year. Programming highlights include 20+ film screenings in Jan-June 2026; three author events each month; the Jazz History series; the second annual Winter Exquisite Zine Fest; and events focusing on joyful movement: yoga classes, weekly juggling meetups, and Mary Biddle's hit twice-weekly Healthy Bones & Balance class (to name a few). She said that the Hess Performance Stage is a highly visible public platform to share free and fun outdoor events which in the past year included jazz, blues, swing, and rock concerts; events in partnership with the Senior Center and local government; experimental theater, magic shows, and more. She is looking forward to growing the stage capacity, improving how it is booked, promoted, and staffed, as well as growing the budget to book more performers for a proper summer concert series next year.

The past year has also strengthened community partnerships with monthly tech help at Lathrop Community; training for a staff-led Valley Free Radio show; attendance at two monthly Grow Food Northampton Mobile Markets each summer month at Northampton Housing Authority sites; hosting three library tours for International Language Institute ESOL classes; and successful library card signup events for Smith students at the start of the semester. The partnership with MassHire Franklin/Hampshire Career Center continues to serve patrons during their weekly job seeker services and will hopefully expand their offerings as their capacity grows. She said that programming is a way to draw people into the library who do not ordinarily come. The budget for programming has tripled over the last 5 years, but is still not enough, so she is exploring sponsorships.

Department Report: Adult Services (continued)
The trustees asked how she was managing the additional responsibilities with the performance stage and she said that she is looking into the possibility of developing sponsorships and creating a musician-in-residence position to help manage the performance stage. When asked about other needs, she talked about acquiring a projector and screen for outdoor film screenings, which is currently being explored. She is also looking into expanding the Library of Things and may need some additional storge solutions.

The trustees thanked Priya Charry for her report and the work she does and she left the meeting at 4:53 PM.

Privacy Protection for Library Staff
Lisa Downing reported that she was inspired by the action of the Morse Institute in Natick and is bringing forward a proposal to offer privacy protection for two years for a staff member who is trolled, harassed, bullied, or doxed as a result of their library job. The need for this type of coverage was identified by a presentation at the Public Library Association Conference called, "A Queer and Present Danger: Protecting Queer and Trans Library Staff". She said that we are living in a time where staff can be found online and targeted for doing their library work such as building collections and offering public programming as well as for their personal identity.

There are privacy protection options in the form of online services. These services cost up to $250 per year to protect someone's privacy and best practice is to offer it for 2 years. If a staff member were to be targeted, we would enlist this protection on their behalf. She asked for the board's endorsement of this protection and the ability to encumber $500 should the need arise to activate coverage. These funds have not been budgeted for this year but with the trustees' approval, she would include them in future budgets.

In response to questions from the trustees, Lisa Downing said the request is for $500 for 2 years of monitoring for one employee, and with this approval will allow the library to act more quickly if the need arises. Fred Kass said that he has done this type of work for employees at various institutions, and it is only ever partially effective. Katy Wight said that it is still worth it because it shows institutional support for staff. Anne Teschner asked about what would happen if multiple or many employees required the service, and what the cost would be. Katy Wight said that the request on the table right now is for $500 for one employee, and should the need arise for more employees the trustees would address it at that time.

Shelly Ruocco made a motion to endorse privacy protection coverage for library staff and to encumber $500 should the need arise to activate coverage. Ruth Francis seconded the motion, which was passed with Rebekah Anderson, Ruth Francis, Fred Kass, Shelly Ruocco, Lolan Sevilla and Katy Wight voting in favor, and Anne Teschner voting against.

Coolidge Standing Committee Nomination Recommendation
Lisa Downing said that Bruce Stebbins is a native of East Longmeadow and has worked in federal, state and local government for over 35 years, including White House political affairs under President George H.W. Bush, City of Springfield and most recently the Massachusetts Gaming Commission and Massachusetts Cannabis Control Commission. He has also served in locally elected positions of Springfield City Council and East Longmeadow School

Coolidge Standing Committee Nomination Recommendation (continued)
Committee. He is very interested in seeing the Coolidge museum's short- and long-term goals realized and has fantastic skills and connections to help make that happen. The Coolidge Standing Committee unanimously recommends him for appointment.

Katy Wight appointed Bruce Stebbins to the Coolidge Standing Committee.

Coolidge Museum Strategic Plan Approval
Lisa Downing reported that the Coolidge Standing Committee has endorsed the strategic plan presented to the trustees at their June meeting and has developed a plan to achieve its goals. The trustees were asked to give final approval to this plan.

The main priorities covered in the plan include financial independence and sustainability. The current municipal appropriation is not sufficient for what is envisioned and a sustainable source of funding such as an endowment, diversified revenue streams, a friends' group, and short-term fundraising is needed. The second priority is the redesign and optimization of the museum space, which is already underway. The third priority is the complete digitization of collections, making them more accessible to a greater number of people. The fourth priority is creating a broader awareness and national profile, and the fifth priority is campaign readiness covering what is needed before a capital campaign can be launched.

Lolan Sevilla left the meeting at 5:10 PM.

Fred Kass made a motion to approve the Coolidge Standing Committee's strategic plan as presented. Rebekah Anderson seconded the motion, which was passed unanimously, with Ruth Francis, Fred Kass, Shelly Ruocco, Anne Teschner, Katy Wight, and Rebekah Anderson all voting in favor.

Set Forbes Parking Lot EV Chargers kWh Rate
Lisa Downing reported that thanks to a grant from National Grid, Forbes has received 4 charging ports that are installed in the rear parking lot. All of the costs for the equipment and installation were covered, valued at $49,120.00. Forbes will follow the city ordinances regarding charging sessions, and they will be enforced by the city's Parking Department as is the rest of the lot. The trustees have the ability to determine the rate. Ben Weil from CAPA along with Fred Kass have given some thought to setting the rate.

Fred Kass said that the standard rate across the city is about 32 cents per kilowatt hour. He said that due to the library's low electricity rate, the break even point for the library is about 23 cents an hour, covering the cost of the electricity as well as the lost revenue from parking meters in those spaces. He said that at 30 cents an hour, he estimates generating about $1,000 a year, but this is subject to many unpredictable factors.

Fred Kass made a motion to set the cost of the charging ports for users at 30 cents per kWh. Anne Teschner seconded the motion, which was passed unanimously, with Fred Kass, Shelly Ruocco, Anne Teschner, Katy Wight, Rebekah Anderson, and Ruth Francis all voting in favor.

Administrative Report

Lisa Downing reported that Mary Biddle has been appointed to Northampton's Council on Aging. She has a particular interest in library services for older adults which are very relevant to the aging community. One example of this is her Healthy Balance and Bones classes which she holds twice a week at the library and are receiving rave reviews.

Melinda White was hired in August for the open Technical Services Assistant position. She joins salaried staff after seven years with Forbes as both a work study student and IPT staff member in Children's, Circulation, and Reference. She has enhanced her experiences here with time in the South Hadley and Belchertown library communities. She has hit the ground running and is a wonderful addition to the team.

Lisa Downing participated in two days of training and has become Mental Health First Aid certified. This training teaches how to identify, understand, and respond to signs of mental health and substance use challenges.

Sarah Hoecker, the newly appointed director of MassHire: Franklin Hampshire Career Center, was invited for a tour and meeting. It was a great opportunity to discuss our collaboration with the satellite location at Forbes. There will be a follow up meet and greet with staff in October.

Forbes was notified that it has received an Institute of Museum and Library Services (IMLS) FY2026 Inspire! Grants for Small Museums award. The priority for funding were projects related to America's 250th and American heritage so the library applied for $25,000 towards the Oval Office corner and Cabinet meeting room table portions of the redesign. It was also learned that Forbes has received a $2,500 grant from Smith College toward commemorating Grace Coolidge's work at the Clarke School and as an advocate for deaf education.

The Iron Horse music venue provided Forbes with pairs of tickets for many shows throughout September and into October through a program they have sponsored by Greenfield Savings Bank. The intent of the program is to provide access to folks who may not otherwise be able to attend.

The summer reading program wrapped up with a party on the lawn. Many thanks to everyone who participated in the program with special thanks to Anne Teschner for volunteering at the party at the "popcorn bar" station.

Just last week, Rebekah Anderson was on stage singing and playing guitar for the library's second annual Beatles sing-along in collaboration with Northampton Neighbors.

Julia Cornick coordinated another wonderful Smith Student Open House where 59 new cards were registered, and another 15-20 Smithies renewed their existing cards. Free books were offered and attendees were very excited about it and at least five people delightedly asked, "Do we really get to keep these?"

Ruth Francis moved that the Administrative Report be accepted and placed on file. Rebekah Anderson seconded the motion, which was passed by unanimous consent.

Communications

There were no communications this month.

Lolan Sevilla returned to the meeting at 5:30 PM

Discussion Topic: Roberts Rules

Katy Wight presented a proposal for adopting a closer following of Robert's Rules in an effort to make meetings more efficient and ensure that everyone's voice is heard. She proposed that it be trialed at the October, November, and December meetings, then discussed at the annual organizational meeting in January at which point the trustees can decide if they want to adopt these rules as is or an amended form of them. Trustees will raise their hands before speaking and will be called on in order by the Chair. The person who made the motion has the right to speak first. Members can only speak two times during discussion of a motion. No one is entitled to speak a second time until everyone who wishes to has had their first opportunity to speak. Discussion should be limited to the merits of the specific motion that is being discussed. A suggested time limit for each speaker is 3-5 minutes. Roll Call votes will be used for action items. For matters that are relatively minor and there is no opposition/discussion expected, a call for unanimous consent may be requested after a motion is made and seconded. The Chair will then ask if there are any objections. If none are heard, the motion passes.

During discussions, the following may be called for: 1) Motion to refer to committee - if more study and/or investigation is called for. Requires a Second and a vote. 2) Motion to postpone - if more time is needed to personally study the proposal being discussed. Motion must include a specific time (i.e. next meeting) when the motion will be picked up again. Requires a Second and a vote. 3) Motion to recess - if a break is needed. Motion should include a return time. Requires a second and a vote. 4) Amend a motion - change wording or add more specifics to a motion during discussion. Requires a second and a vote. 5) Point of Information* - If more information is needed about the proposal being discussed. The chair will ask the question to be stated. No Second or vote needed. 6) Point of Parliamentary Inquiry* - to get more information about the rules. No Second or vote needed. 7) Question of Privilege* - if a trustee can't hear, has safety concerns, comfort, etc. 8) Point of Order* - if you see a breach of the rules. 9) Appeal - if you disagree with the chair's ruling on something. *These are the only reasons a speaker can be interrupted.

It was clarified that this new proposal applies only to action items. Fred Kass said it might be tricky to enforce especially with the hybrid meetings, and that the difference between clarifying questions before the motion and opinions after the motion may become blurred. Anne Teschner asked how this is different from the current practice. Katy Wight said that trustees will need to raise their hands before speaking to avoid interruptions and to make sure everyone gets a chance to speak. Ruth Francis said that it is up to the trustees to be respectful and self-aware and not to interrupt others. Elizabeth Sheirer asked how this might impact the minutes, and if it would be okay to continue to summarize discussions rather than attributing specific comments to individual people. She suggested that a trustee indicate if they would like their comment specifically mentioned in the minutes. Katy Wight said she would like to try it for the next three months then discuss and decide in January whether to continue and if further adjustments should be made.

Smith College Work Study Reduction

Molly Moss said that due to budget constraints, Smith College has capped the number of work study students Forbes can hire at a level 13% below what it had last school year. Notice was received in August, so Forbes was not able to budget for the reduction in this fiscal year's budget. She said that

Smith College Work Study Reduction (continued)
Forbes is the largest off campus employer of work study students with 25 students and currently pays a small portion of their salary. She has been in contact with Smith about whether Forbes will be able to keep those students on the Forbes payroll after the Smith money runs out to finish out the year and is awaiting an answer. She said that at most it would cost a couple of thousand dollars that would be absorbed in the budget.

Building & Grounds Projects Updates
Lisa Downing reported that the HVAC project is still ongoing. They are working on whittling down the final punch list that includes some significant items related to the performance of the new equipment. Everyone involved is hoping that solutions are forthcoming soon. Once the project is substantially completed, a one-year warranty period will begin that will include all of next summer. She said that the cooling side is not functioning without considerable concerns, and that the system has to be up and running to be worked on. It may soon need to be shut down for the season and picked up again in the spring.

Reports from Subcommittees and Other Meetings
Friends of Forbes – Anne Teschner attended the September 2 meeting of the Friends of Forbes and reported that it was her first direct exposure to the Friends and she was so impressed – what a competent and effective group! The library is so lucky to have this group working on its behalf. She knew that conceptually but seeing it in action was awe-inspiring. The group discussed the plans being developed for the Fall Artisan's Fair on October 4 and next year's garden tour. The 2026 Garden Tour yielded $18,500. The financial health of the organization is strong. The endowment value at the time of the meeting was $660,211.

Building and Grounds Committee – Katy Wight reported that they discussed the status of the HVAC upgrade, which remains stalled. CIP funding was approved for the front patio repair, but it will probably not happen until better weather in the spring. The front door has not gotten worse over the summer but will probably get worse over the winter. They will aim to get funding in the next CIP cycle. The plantings that are planned for around the stage, transformer, and along the border with Smith property will be funded by a ~$4,000 Friends donation. Planting will happen in the spring, and they will ask for volunteers to help. EV chargers have been installed in the parking lot, and Fred Kass is helping research the best rates to charge. Geothermal is still being explored in possible partnership with the city, but not tied to the high school project, so there is less urgency. Looking ahead to FY2028, the committee identified carpeting and a new shed as must-haves, a community room refresh as highly desired, and an e-bookmobile van as a nice-to-have, with Jason Petcen tasked to gather cost estimates. Lisa Downing will arrange a meeting with the City's new Head of Central Services, Angie Gregory. Katy Wight will join them. The next committee meeting will be January 12, 2027 at 4:30 PM.

Coolidge Standing Committee – Fred Kass reported that Michael Hanke said that he would be delighted to speak at the annual meeting about the redesign on December 2. While the bid package is not yet finished, he confirmed that the estimate of $500,000 still seems accurate (this includes lighting). The City Council desk has returned from refurbishment. Emily Weir shared a photo of the "tumbling blocks" quilt being created for the redesign, and it is coming

Reports from Subcommittees and Other Meetings (continued)
along really well. For the Development Committee, the Federal Earmark is still active. Members attending the Presidential Sites Summit in D.C. were able to visit with Senator Markey's staff. They explained the process and said that a decision will be made in a few weeks. The annual appeal has received just over $2,000 from 18 donors. There was a celebration with a lawn concert of 1920s-inspired music on Saturday, September 19, featuring the Butterfly Swing band. It was a great event with good weather and was attended by a member of the Coolidge family. On September 30 there will be a conversation with Diana Carlin, first lady historian and member of the First Ladies Association. On November 5 there will be a panel on Grace Coolidge and deaf education with Jan Gatty, who has over 50 years of service with Clarke; Dr. Theodore Mason, who helped establish the Baystate Medical Center Cochlear Implant Program; Joni Skinner and Allison Holmberg of Hampshire Hearing, and formerly of Clarke; and Alan Marvelli, graduate and Professor emeritus in the Smith College/Clarke Graduate Program in Teacher Education. They are also working to develop a February 2027 program with Amherst College about Coolidge and Amherst.

Development Committee – Shelly Ruocco reported that gifts totaled $232,950 for FY26, almost reaching the $239k for 2025, and July 2026 looks strong - all great news. The committee reviewed and revised the Thank You Calls spreadsheet and will review it in detail at the next trustees' meeting, including how to read and make notes in this spreadsheet. The hope is that more trustees will participate in providing thank yous to donors. They have been notified about legacy gifts of $405k with significant additional bequests on the horizon. They worked on clarifying that Bookshelf Builders is a recurring gift and looked at ways to get "recurring gift" language more prevalent on the website, followed by a quick-loading donations page that is in place. The decision about having sponsors on the website is that it is not appropriate or in line with the library's mission. They did discuss other opportunities for sponsors to participate in the library including how the Hot Chocolate Run includes them. They agreed to implement Bookplate Dedications and hope to have it in place by November to be marketed as a great holiday gift.

Finance Committee – Ruth Francis reported that they met and learned that the FY2025 audit has not yet been completed. Lisa Downing agreed to contact the auditor using a grant deadline as leverage to expedite completion by October. While reviewing the bookkeeper's reports, the committee agreed that last year's report should be added alongside current reports for comparison, with future consideration of showing these comparisons in a graph. Recent bequests were reviewed and acknowledged that the funds are currently held in the money market account at Bartholomew & Co. Doug Wheat will pilot donating solar credits to the Forbes National Grid account. The annual portfolio review with Bartholomew has been moved to the October trustees' meeting. At this meeting, the Finance Committee will provide an overview of the revised Investment Policy Statement. Lisa Downing and Anne Teschner will explore self-insuring directors' and officers' coverage. Their next meeting is scheduled for Tuesday, October 14 at 1:00 PM.

Personnel Committee – Shelly Ruocco reported that they met again with the FLEA bargaining unit as they all work to come to an agreement on a new contract.

Reports from Subcommittees and Other Meetings (continued)
Racial and Social Justice Advisory Group – Lisa Downing reported that their next meeting is September 28 at 4:00 PM.

Business Community Outreach – Rebekah Anderson reported that Chamber of Commerce meetings are a fun place to mingle and talk about the library, pass out cards, and ask what types of programming people are interested in.

Other Business
There was no other business.

Contract Negotiations with FLEA
At 5:57 PM, Shelly Ruocco moved that the trustees go into executive session to discuss contract negotiations with the Forbes Library Employee Association (FLEA) because negotiation in open session would be detrimental to the library's bargaining position. Fred Kass seconded the motion, which was passed unanimously, with Rebekah Anderson, Ruth Francis, Fred Kass, Shelly Ruocco, Lolan Sevilla, Anne Teschner, and Katy Wight all voting in favor. The trustees invited Lisa Downing, Molly Moss, and Elizabeth Sheirer to remain as guests at the executive session. Jaquie Fraser, Jo Landers and Heather Diaz left the meeting at 5:57 PM. Rebekah Anderson, Lisa Downing, Ruth Francis, Fred Kass, Molly Moss, Shelly Ruocco, Lolan Sevilla, Elizabeth Sheirer, Anne Teschner, and Katy Wight were present during the executive session. No votes were taken during the executive session.

At 6:18 PM, Shelly Ruocco moved to end the executive session. Ruth Francis seconded the motion, which was passed unanimously, with Ruth Francis, Fred Kass, Shelly Ruocco, Lolan Sevilla, Anne Teschner, and Katy Wight all voting in favor.

Ruth Francis made a motion to approve the contract with the Forbes Library Employee Association. Anne Teschner seconded the motion, which was passed unanimously with Ruth Francis, Fred Kass, Shelly Ruocco, Lolan Sevilla, Anne Teschner, and Katy Wight all voting in favor.

At 6:18 PM, Fred Kass moved to adjourn the meeting. Lolan Sevilla seconded the motion, which was passed by unanimous consent. The meeting was adjourned at 6:18 PM.