

**Dundee Library Board of Trustees Minutes
December 15, 2025
Tripp Community Room, Dundee Library**

Caryl called the meeting to order at 4:29pm.

Roll Call/Quorum: Caryl Sutterby, Dusty Baker, Risa Howell, Mark Chamberlain, Helen Lawson, Elizabeth Avery, Judy McFarlin, Leslie Peters, and Marie Krause

Agenda Approval/Additions: A motion to approve the agenda as presented was made by Helen and seconded by Risa. Passed.

Approval of the Minutes of the November 17, 2025 meeting: A motion to approve the Minutes as presented was made by Leslie and seconded by Judy. Passed.

Public Comment: None

COMMITTEE REPORTS:

Financial and Monthly Expenditures: A motion was made to approve the financial reports as presented was made by Risa and seconded by Mark. Passed.

Director's Report: See attached

OLD BUSINESS: None

NEW BUSINESS:

Leadership Yates County: A motion was made by Caryl to spend \$550 to send Dusty Baker to attend the Yates County Leadership Program. It was seconded by Helen. Passed.

Position Propositions: A motion was made by Elizabeth to update the titles from library clerk to Youth Services Associate for Merritt and Patron Services Associate for the other clerks and to purchase nametags or desk plaques for them. It was seconded by Helen. Passed.

Budget Revision: A motion was made to expand the hours for our Library Director to 35 hours per week beginning the December 29, 2025 payroll period by Elizabeth and seconded by Leslie. Passed.

End of Year Thank You: A motion was made by Risa to give End of Year Bonuses of \$250 to Courtney, Merrit, PJ and Dusty and \$100 to Kelly and Pam and \$50 to Kaitlin in appreciation of their hard work. It was seconded by Leslie. Passed.

General Discussion/Comments:

Discussion was held regarding our Policy regarding Board positions and that we have reached the time of year for our Annual Meeting. Caryl made a motion to approve the current meeting as our Annual Meeting and it was seconded by Elizabeth. Passed.

We discussed our policy regarding length of Board of Trustee Terms of Service. Elizabeth made the motion that we allow 3 consecutive 3 year terms for Library Board Trustees. It was seconded by Caryl. Passed.

A motion was made to accept Marie, Mark, Helen and Leslie to remain on the Board of Trustees for 3 more years (2026-2028) was made by Risa and Seconded by Caryl. Passed.

Adjournment: The motion to adjourn was made at 5:45pm by Leslie and seconded by Risa. Passed.

Next meeting: Monday, January 19, 2026, Tripp Community Room.

Respectfully Submitted by Marie Krause, Secretary

Date: _____

Welcoming and Reaching Out with Creative, Current, Innovative Programming

The Dundee Library is a welcoming hub for community resources and for creative innovative services.