

AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

January 12, 2026

Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:46 p.m. Roll call: Laura Dulmage, Ryan Krase, Jake Wachholz, Darcy Teets, Katie Wenger, and Elizabeth Hui were present. Jim Yorks was absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/ Technology Manager.

PUBLIC COMMENTS none

MINUTES

Dulmage moved, seconded by Wachholz, to accept Resolution # R-26-1-1, accepting the meeting minutes for the December 8, 2025, regular meeting and the 2026 Organizational meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT

Cioffi reviewed the December 2025 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported on the year's final revenue, expenditure, and carryover totals and noted the transfer of funds from the General Fund to the Building Fund as approved in December. Cioffi also gave a review of the library's fraud risks and controls. Wachholz moved, seconded by Krase to accept Resolution # R-26-1-2, accepting the December 2025 Financial Reports. All present voted in favor.

MOTION PASSED

LIBRARY ADMINISTRATOR'S REPORT

Dovala reported that PSA Carol Hayward will be retiring at the end of January. Hayward has worked at the library since 2015 and has been great to work with. Dovala passed around her resignation letter for the Trustees to read. Dovala reported that the library will be hiring 2 PSAs and will be conducting interviews next week.

Dovala reported that the Amherst schools staff member that was in charge of the Storybook Trail is no longer with the district. The library will be taking over her duties and will be looking for a volunteer to assist with changing out the books each month. Dovala reported that AARP will be starting their tax preparation at the library. Additional details will be announced soon. Dovala noted that 106 New Year's Eve kits were distributed by the library. Dovala reported that State Representative Joe

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Miller taped his podcast at the library today. The library's annual sprinkler inspection took place just before the taping.

Hui asked if the library was affected by the closure of book distributor Baker and Taylor. Dovala explained that the library had already transitioned to purchasing through Ingram just prior to the closure and was not affected.

GIFTS & CORRESPONDENCE

Hui moved, seconded by Wachholz, to accept Resolution # R-26-1-3, accept the following gift:

- \$2,000.00 from the Friends of the Amherst Public Library for the purchase of book club books

All present voted in favor.

MOTION PASSED

COMMITTEE REPORTS

BUILDING & GROUNDS none

PERSONNEL none

FINANCE none

Teets adjourned the meeting at 6:02 p.m.

President

Attest.