AMHERST PUBLIC LIBRARY BOARD OF TRUSTEES

August 10, 2026 Regular

President Darcy Teets called to order the regular meeting of the Amherst Public Library Board of Trustees at 5:47 p.m. Roll call: Ryan Krase, Jake Wachholz, Darcy Teets, Laura Dulmage, and Elizabeth Hui were present. Katie Wenger and Jim Yorks were absent. Also present were Don Dovala, Library Administrator, and Kristin Cioffi, Fiscal Officer/Technology Manager.

PUBLIC COMMENTS none

MINUTES
Wachholz moved, seconded by Krase, to accept Resolution # R-26-8-1, accepting the meeting minutes for the June 8, 2026, regular meeting. All present voted in favor.

MOTION PASSED

FISCAL OFFICERS REPORT
Cioffi reviewed the June and July 2026 financial reports (Fund Status, Revenue Status, Appropriation Status, and Bank Reconciliation). Cioffi reported that since the state's budget is only approved through June 30, 2027, the library's 2027 Certificate of Estimated Resources will only include the PLF amount certified through the end of the budget. An Amended Certificate will be issued in July after the state approves a new budget. Cioffi reported on year-to-date revenues and expenditures and 2027 cost of living adjustment projections. Wachholz moved, seconded by Hui to accept Resolution # R-26-8-2, accepting the June and July 2026 Financial Reports. All present voted in favor.

MOTION PASSED

LIBRARY ADMINISTRATOR'S REPORT
Dovala presented a bidding authorization resolution prepared by the library's attorney. Dulmage moved, seconded by Hui, to accept Resolution # R-26-8-3, authorizing bid package for the elevator modernization project, legal notice of bids for the work, and opening of bids following time fixed in the legal notice. Roll call vote: Krase, Wachholz, Teets, Dulmage, Hui, ALL AYES.

MOTION PASSED

Dovala reported that June and July circulation and patron attendance was up. Dovala noted the library has been busy, in a good way. Dovala commented that the staff did an amazing job with the summer reading program, and he is sad to see the decorations starting to come down.

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Dovala reported that staff evaluations will be given in October. Dovala noted that staff in-service day is being planned for October. Dovala reported that the next 3-year strategic plan is in the works. There may be some formatting changes with the new plan. Once it is complete, Dovala will bring the plan to the Board for approval. Dulmage asked if the public would be surveyed for input on the plan. Dovala replied that public opinion is received in-house on an ongoing basis, and in the past, he has not found a formal survey process to be beneficial.

Krase commented that he has attended several recent children's programs and noted that the staff was phenomenal.

GIFTS & CORRESPONDENCE none

COMMITTEE REPORTS

BUILDING & GROUNDS
Wachholz asked about the status of the roof leak. Dovala gave an update on communications and troubleshooting regarding the leak. Dovala noted that the owner's rep for the addition project has also become involved.

PERSONNEL none
FINANCE none

Teets adjourned the meeting at 6:09 p.m.

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President Attest