

**Board of Library Trustees Meeting Tuesday, January 6, 2026 at 7:00 PM**

**Raya Stern Trustees Room - Watertown Free Public Library 123 Main Street, Watertown, Massachusetts 02472**

**Meeting Minutes**

Documents used and/or referred to during this meeting include the following: December 2025 Library Meeting Minutes, FY26 YEAR TO DATE BUDGET REPORT, Donations, January 6th 2026 Director's Report, Connected and Online Massachusetts Broadband Institute Grant Application, Borrowing & Returning Policy, Proposed Trustees Meeting Dates 2026.

**1. Call to Order at 7:04pm.** Present by roll call: Director Long, Assistant Director Maturevich, Chair Hammonds, Trustee Young, Trustee Kokoros, Trustee Murphy-Holroyd, Trustee Owens, Trustee Peng.

**2. Election of Officers:** Trustee Maja Young was nominated by Trustee Hammonds to be Chair and the nomination was seconded by Trustee Owens. The nomination was approved unanimously.

Trustee Sarah Murphy-Holroyd was nominated by Trustee Young for Vice Chair and seconded by Trustee Peng. The nomination was approved unanimously.

Trustee Teddy Kokoros was nominated by Trustee Murphy-Holroyd and seconded by Trustee Young for Treasurer. The nomination was approved unanimously.

Trustee Leanne Hammonds was nominated for Secretary by Trustee Young and seconded by Trustee Owens. The nomination was approved unanimously.

**3. Secretary's Report A. Minutes of December 2, 2025 Meeting** Trustee Murphy-Holroyd made a motion to approve the minutes as amended; seconded by Trustee Young.

The motion passed unanimously with Trustees Peng and Owens abstaining.

**4. Public Forum**

No members of the public present.

**5. Financial Report A. FY26 Budget** Trustee Kokoros shared the financial report. **Year to Date:** Expenditures: \$1,706,465.28 Encumbrances: \$270,106.83 Available Budget: \$2,109,630.00 Percent of Budget Used: 48.4 percent

**B. Burke Fund Report:** Burke Available Budget: \$15,785.89

**C. HATCH Financials** Hatch Available Budget: \$14,025.30

A motion was made by Trustee Young and seconded by Trustee Murphy-Holroyd to approve the financial report as read and it was approved unanimously.

**D. Consideration and Action on Acceptance of Donations** Trustee Murphy-Holroyd made a motion to approve the donations received December 2025 as listed in the packet and Trustee Kokoros seconded the motion. The motion passed unanimously.

**6. Chair's Report** Trustee Hammonds welcomed new trustees Trustee Owens and Trustee Peng to the board and thanked Trustee Young for taking on the role of Chair going forward.

**7. Director's Report A. General Updates** Director Long shared a variety of updates, including information on the new "Perkins Pop-Up" Collection, a redesign of the library's lost and found, and the completion of staff training on managing holds. Additionally, a new dashboard is being created to track collection development spending, and high school volunteers have joined the "Bagel Brigade." In December, all Children's Librarians attended Elementary School Literacy Night, staff participated in the Merry Mingle, and Director Long attended various community events. Director Long also noted that the library has been rekeyed, the exterior bushes have been trimmed, and a Project Literacy student successfully passed both their Citizenship and Firefighter exams. Finally, work is underway to resolve programming issues with the elevator phone. Further details are available in the Director's Report within this month's meeting packet.

## **8. Old Business**

No old business.

**9. New Business A. Consideration and Action on Borrowing Policy** A motion was made by Trustee Kokoros and seconded by Trustee Peng to approve the changes to the Borrowing Policy and passed unanimously.

**B. Grant Submission Review** Director Long and Assistant Director Maturevich shared information about the Massachusetts Broadband Institute Grant Application.

## **10. Requests for Information and Responses**

### **11. Date of next meeting**

**A. 2026 Proposed Meeting Dates** The Trustees reviewed the meeting dates for 2026 that were listed in this month's packet.

## **12. Adjournment**

Trustee Young made a motion to adjourn and seconded by Trustee Murphy-Holroyd. The motion passed unanimously at 8:04pm.