

KELLOGG-HUBBARD LIBRARY

Finance Committee

Monday, December 8, 2025

Present: Donna Lasick, Jeff Dean, Sarah Davis, Katharine Burgess
Dan Groberg, Sarah Seidman

Call to Order 1:33pm

1. Review, amend as necessary, and approve agenda

- a. Moved - Davis
- b. Seconded – Burgess
- c. Voted 4-0

2. Approve minutes of 11-10-25 Meeting Minutes

- a. Moved - Davis
- b. Seconded = Burgess
- c. Voted 4-0

3. Executive Director's Report

- a. Audit and YE close in progress,
 - i. Auditor will be on site during December
 - ii. FEMA
 1. Still WIP, no issues to note
 - iii. Capital needs assessment
 1. Engineer from firm came to library
 2. Executive director provided maintenance records to the firm
 - iv. HUD
 1. Dept of Libraries has open applications for Grant. We will apply.
 - v. Annual Appeal
 1. Going very well
 - a. ~10% ahead of where we were last year

4. Nov 2025 Financials

- a. Continue to be on track and in good shape

5. Other Business – Moved finance committee meeting dates to accommodate changes in calendar

6. Adjournment at 2:07pm

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