Chatfield Public Library Board of Trustees Regular Meeting Minutes

October 1, 2026

7:00pm at the Chatfield Public Library

Members present: Beth Riley, Emma Strand, Kathy Kamnetz, Dave Frank, John Armenta, Lisa Martin, Karen Greenslade, Sandy Sullivan

Members absent: Daysha Borst

Also present: Christy Archer, Monica Erickson

Call to Order at 7:00pm

Approval of

Board Minutes for August 6, 2026
(No Board meeting held in September)

Board Minutes August 6, 2026

Lisa motioned for approval
Kathy seconded
Unanimous approval

Budget Review

Budget Report August
https://drive.google.com/file/d/1kKPJ_5S_JafSxjBX5efp3RbDciCdMdRa/view?usp=sharing

Current revenues	57.87%
Current expenditures	62.63%
On budget	66.67%

Budget Report September (pending)

Current revenues	62.52%
Current expenditures	70.04%
On budget	75%

New Business

Basement Chair Replacement
MityLite Chairs

Like what is currently used at the CCA and Catholic Church.
Replace all the current couches and chairs.

Chair Quote

75 chairs - $6,075.00
80 chairs - $6,480.00

90 chairs - $7,290.00
Freight - $932.78 (possibly slight change based on number of chairs ordered)
Lisa motions for the purchase of 80 chairs. Sandy seconds. Unanimous approval

Discussion on what to do with (soon to be) old furniture. Cannot list for sale. Can offer to another public entity. Christy will look into reaching out to other local entities before disposing of the furniture.

E-Rate and RLTA Funding
What is E-Rate
Estimate of cost if E-Rate is discontinued

Potentially SELCO would no longer be the liaison between the library and our ISP. Talk with the City about tech support if this change happens.

Custom Alarm Call List

Beth and Christy will be added to the list for Custom Alarm

Monica Fairwell / Retirement Party

November 12 from 4 - 6:30pm (open house)

Old Business

Assistant Library Director Recruitment – progress update

Interviewing 4 candidates, 1 interview completed this week, 3 more interviews scheduled for next week.

Roof repair completed for $850

Olmsted County funding for 2027

$40,748 (increase of over $5,000.00 from 2026)

Christy would like to train our current custodian/groundskeeper, Brittany, on how to run the circulation desk.
Brittany will start by working 4 hours at the circulation desk per week with the potential to increase hours in the future.
Will ask for a motion on our November agenda

Roundtable

Sandy met with 3 other libraries looking to copy what we're doing in Chatfield with our seed lending library. The group will meet again in January to do a seed exchange.

Adjourn at 7:38pm
Beth motioned to adjourn
Lisa seconded
Unanimous approval

Upcoming Meetings:

Library Board, November 5 , 2026
Library Board, December 3, 2026

Minutes recorded and submitted by Emma Strand