

Kent County Public Library Board of Trustees

Finance Committee

Minutes of the September 16, 2025 Meeting

Present: John Murphy, Treasurer; Rachel Durso, Trustee; Melissa Walters, Trustee; Chris Walmsley, Director of Office Administration

The meeting was called to order at 4:00 pm.

The minutes of the previous meeting were reviewed and adopted without change.

Fiscal Year 2025 Audit

Mr. Walmsley reviewed the Management Discussion & Analysis section of the audit, which he had prepared and submitted. Mr. Walmsley reported that the audit would be presented at the October meeting of the Board of Trustees.

Mr. Murphy expressed that there was a concurrent opinion that staff are not paid enough, and that the departure of two staff members gave the opportunity to increase staff wages. Ms. Durso noted that this presented the opportunity to reorganize the command structure within the library, and that due to salary restrictions, another search may not yield very good candidates.

The committee discussed redistributing responsibilities, and how responsibility could be shared among a group of individuals. The committee discussed reallocating pay along with the responsibilities to better address compensation.

Ms. Walters expressed that in the process of reorganizing, the trustees needed to be aware of sustainability and workload for the impacted individuals.

Chestertown Library, Inc. Building Renovation

Mr. Walmsley reported that the contract had been signed and that work had been started on the renovation.

The committee discussed cash flow related to the renovation, and the potential need to move funds between accounts to compensate for the cash flow needs.

New Business

Mr. Walmsley asked the committee what information they would like to see related to finances. The committee discussed and requested a monthly status report which would discuss the cash flow and longer term budgeting issues which could be reported to the board.

No further business was brought before the committee.

The meeting was adjourned unanimously at 4:40 pm.