

Kent County Public Library Board of Trustees

Finance Committee

Minutes of the November 4, 2025 Meeting

Present: John Murphy, Treasurer; Rachel Durso, Trustee; Natalie Hagan, Acting Co-Director; Chris Walmsley, Director of Office Administration; Annie Woodall, Acting Co-Director

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

The minutes of the previous meeting were reviewed and adopted with a spelling correction.

November Finance Report

Mr. Walmsley reviewed the November Finance Report with the committee, noting in particular that the library anticipated having savings in the telephone/internet expenses due to changes to the subscription for the hotspots, some of which had been lost or stolen and were currently not being paid. The committee asked if we should replace the lost or missing hotspots, which Ms. Hagan said that the library was appropriately addressing the demand with the current number. The committee additionally discussed current capital projects and the funding for the roof replacement.

Capital Needs Assessment

Mr. Walmsley presented the Capital Needs Assessment to the committee, noting that this was an aspirational document, not planning for a particular project, and that it was used by the state to anticipate future capital needs by libraries.

Ms. Hagan noted that the meeting room was the only part of the library which had not had some kind of renovation recently.

Mr. Murphy commented that the 50/50 match requirement was being appealed by the commissioners, and that hopefully there could be a more equitable agreement in future.

New Business

Ms. Hagan informed the committee that she had been able to recover the Apple accounts used by the former director, which had a credit card associated with it addressed to the library. The committee discussed potential liability for expenses charged to the card.

Capital Improvement

The committee discussed grants including the Libraries transforming Communities grant and if they were able to be pursued by the library. The committee discussed annual fundraising efforts and how the library could create a more secure future.

No further business was brought before the committee.

The meeting was adjourned unanimously at 4:25 pm.