



**BOARD OF TRUSTEES
MINUTES OF JANUARY 26, 2026 REGULAR MEETING**

Present: S. Alfieri, K. Brown, K. Fontaine, T. Griffin, M. Gualtieri, J. Iovino, P. Kinder, K. Kriss, B. Sayet, G. Smith, P. Williams

Staff: C. Special

Not Present: H. Campos, J. Davis, D. Moreno, C. Seeman

Call to Order: Ms. Kinder called the regular meeting of the Otis Library Board of Trustees to order at 5:02 pm. A quorum was present. There were no changes made to the agenda. The minutes of the regular meeting held November 24 were reviewed (motion to accept made by Mr. Griffin; seconded by Ms. Kriss, all approved; motion passed).

Reports:

President: Ms. Kinder welcomed Mr. Fontaine to the Board. Mr. Fontaine introduced himself, expressed his appreciation to Ms. Special for the library tour and shared his enthusiasm about returning to the Board. Ms. Kinder reminded members of the upcoming Puzzle Palooza fundraiser scheduled for February 21, noting that additional teams and sponsors are still needed. She also announced that Otis was selected as GNACC's Nonprofit of the Year and encouraged Board members to attend the gala on February 19. Ms. Kinder further reported that the Finance Committee approved covering the cost for any staff members who wish to attend the gala.

Ms. Kinder announced that *Evening with an Author* will take place on Friday, April 24, at 6:00 p.m., featuring Gregory Maguire, author of *Wicked* and *Elphie*, as this year's speaker. Mr. Maguire will not be charging Otis for his participation, providing a positive impact on the event budget; however, sponsorships and ticket sales will continue to be necessary.

Director: Ms. Special reported that long-time staff member Julie Menders will be retiring after 28 years of service. She noted that she will be updating the position's job description and meeting with current staff to determine whether programming and purchasing responsibilities can be reassigned internally prior to initiating an external hiring process. Ms. Special also informed the Board that the Chelsea Groton lot has been available for library patron parking; however, the City will begin selling parking spaces going forward, and additional advocacy is always necessary for adjacent parking. Ms. Special advised that the budget hearing is approaching, typically occurring in early April, and that planning for this process is underway. She further shared that the Mayor is scheduled to visit the library on February 4 for a tour and to meet with staff, and that the State Librarian is expected to visit in April.

Finance: Mr. Gualtieri presented the financial reports for November and December, noting that Otis's financial position remains strong. He commended Ms. Special for her effective management and control of expenses and reported that, for the first time during his tenure on the Finance Committee, Otis recorded an operating profit of \$12,664.60. In response to a question from Mr. Sayet regarding the source of the profit, Ms. Special explained that unrestricted income is significantly higher than in the prior fiscal year, and service fee prices were increased in January (Motion to accept made by Mr. Brown; seconded by Mr. Sayet, all approved; the motion passed).

**Fundraising and
Development**

Ms. Special shared that staff recently brainstormed all things Evening with an Author and some great ideas were shared.

**Friends of
Otis Library:**

Ms. Special reported on behalf of Mr. Davis that the Friends are interested in revitalizing Open Mic Night and are currently exploring new ideas aimed at increasing revenue.

Old Business: None.

New Business: None.

Adjournment: With no further items for discussion, the meeting ended at 5:16 pm. (Motion to adjourn made by Mr. Griffin; seconded by Mr. Sayet, all approved; the motion passed).

Respectfully submitted,

Naomi Kennedy