

**BRIGHTON MEMORIAL LIBRARY  
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES  
December 2025**

**PRESENT**

Harriet Seigel	Surendar Jeyadev
Joan Swanekamp	Kristen Totleben
Cindy Stuart	Jennifer Ries-Taggart
Michael Burger	Nate Salzman

**I. MATTERS OF THE PRESIDENT**

Ms. Swanekamp, President of the Board, called the meeting to order. Having no other Matters of the President, Ms. Swanekamp moved to the Approval of the Minutes.

**II. APPROVAL OF THE MINUTES**

The Minutes of November 17, 2025, were distributed for review and approval. Ms. Totleben MOVED and Ms. Seigel SECONDED THE MOTION to approve the Minutes of November 17, 2025. THE MOTION WAS CARRIED UNANIMOUSLY.

**III. ACTION ITEMS**

The Recommendation to Approve the 2025 Year-End Budget Closing was submitted for approval. Mr. Burger MOVED and Ms. Seigel SECONDED THE MOTION to approve the 2025 Year-End Budget Closing. THE MOTION WAS APPROVED UNANIMOUSLY.

There being no additional Action Items, Ms. Swanekamp moved to the Approval of Bills.

**IV. APPROVAL OF BILLS**

The List of Bills for December 2025 was submitted for approval in the amount of \$83,513.44. Mr. Burger MOVED and Ms. Seigel SECONDED THE MOTION to approve the List of Bills for December 2025. THE MOTION WAS CARRIED UNANIMOUSLY.

The List of Gift Fund Bills for December 2025 was submitted in the amount of \$5,983.17. Mr. Jeyadev MOVED and Ms. Totleben SECONDED THE MOTION to approve the List of Gift Fund Bills for December 2025. THE MOTION WAS CARRIED UNANIMOUSLY.

**V. OTHER BUSINESS**

Ms. Totleben MOVED and Mr. Burger SECONDED THE MOTION to adjourn the meeting. Ms. Swanekamp adjourned the meeting.

Respectfully submitted,  
Jennifer Hall, Administrative Assistant

**DATES TO REMEMBER:**

January Board Meeting:

January 19, 2026 @ 4:30 pm  
Learning Center