

**BRIGHTON MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING**

**APPROVED MINUTES
October 2025**

PRESENT

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

I. MATTERS OF THE PRESIDENT

Ms. Swanekamp, President of the Board, called the meeting to order. Ms. Swanekamp stated that Surendar Jeyadev will continue for another five years after his first five-year term ends at the end of 2025. Board members are permitted to serve two five-year terms. Having no other Matters of the President, Ms. Swanekamp moved to the Approval of the Minutes.

II. APPROVAL OF THE MINUTES

The Minutes of September 15, 2025, were distributed for review and approval. Ms. Totleben MOVED and Ms. Seigel SECONDED THE MOTION to approve the Minutes of September 15, 2025. THE MOTION WAS CARRIED UNANIMOUSLY.

III. ACTION ITEMS

The Recommendation for Authorization to Enter into a Professional Services Contract for the 2025-2026 Annual Campaign Printing and Mailing was submitted for approval. Mr. Jeyadev MOVED and Mr. Burger SECONDED THE MOTION to approve the Professional Services Contract for the 2025-2026 Annual Campaign Printing and Mailing. THE MOTION WAS APPROVED UNANIMOUSLY.

The Recommendation to Combine CD and Savings Funds in CD was submitted for approval. Mr. Burger MOVED and Ms. Seigel SECONDED THE MOTION to approve the Recommendation to Combine CD and Savings Funds in CD. THE MOTION WAS APPROVED UNANIMOUSLY.

The Recommendation to Purchase Doors from the BML Gift Fund was submitted for approval. Ms. Totleben MOVED and Mr. Burger SECONDED THE MOTION to approve the Recommendation to Purchase Doors from the BML Gift Fund. 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 October 2025 was submitted for approval in the amount of \$18,316.88. Mr. Burger MOVED and Ms. Siegel SECONDED THE MOTION to approve the List of Bills for October 2025. THE MOTION WAS CARRIED UNANIMOUSLY. The List of Gift Fund Bills for October 2025 was submitted in the amount of \$324.14. Mr. Jeyadev MOVED and Mr. Burger SECONDED THE MOTION to approve the List of Gift Fund Bills for October 2025. THE MOTION WAS CARRIED UNANIMOUSLY.

V. OTHER BUSINESS

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

Respectfully submitted,
Jennifer Hall, Administrative Assistant

DATES TO REMEMBER:

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| November Board Meeting: | November 17, 2025 4:30 pm Learning Center |
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