Meeting of the Board of Trustees of the Coburn Free Library February 19, 2026

Present: L. Williams, President, M. Fenn, Treasurer, E. Keough, Secretary, M. Worzel, Executive Director, C. Freitag, Trustee, D. Woodburn, Trustee
Excused: J. Pritchard, Vice-President, J. Palladino, OACSD Trustee
Approval of January Minutes: L. Williams moved the January minutes to be accepted.
C. Freitag seconded. Approved.
Financial Report: Account balances have been reconciled to statements for January. From Bank Statements as of 1/31/2026:

Director Discretionary Fund	$ 4,712.61
Regular Checking	$ 280,456.34
Endowment Fund	$ 977,996.21
HVAC Checking Acct	$ 1,497.29

The Finance Committee will review the Line of Credit contract we have established to pay interest only monthly for the first two years of loan.

Director Report: MFT Foundation grant was initially denied but the Director was told to reapply once we have confirmation of other sources of additional funds for the HVAC project.

There is an updated Trustee Handbook. Director will forward the PDF to Trustees. Reminder that changes will be happening to FLLS online catalogue. North County Library System has a test version available to sample.

Old Business: HVAC parts have been delivered.

Motion: Carlynne Freitag made a motion to accept the Winter Weather and Emergency Closure Policy as presented. Mike Fenn, seconds. All agree.

New Business: Reminder that Trustees must renew Sexual Harassment Prevention Training. Whistleblower and Conflict of Interest Policy need to be reviewed and signed.

Discussion of digital payments with respect to the Friends is outside of Board of Directors purview.

Carlynne Freitag contacted Postal Service regarding a mailing from the library for HVAC Project fundraising.

Motion: Mike Fenn made a motion that The Library will pursue a non-profit USPS marketing mail pricing. Linda Williams, seconds. All approve.

The next regular meeting of the Board of Trustees: **Thursday, March 19, 2026 at 10 AM.**

Respectfully submitted, Ellen C. Keough