

**RECEIVED
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BELMONT, MA**

DATE: March 11, 2026
TIME: 8:37 AM

Belmont Public Library
Board of Trustees Meeting
January 22, 2026 at the library

Chair Kathy Keohane called the meeting to order at 6:00 in the Underwood Room of the new library.

In attendance were Chair Keohane and Trustees Ed Barker, Stephanie Cahoon, Tara Donner and Gail Mann. Vice Chair Corinne McCue Olmsted was not present due to illness. Director Peter Struzziero and Assistant Director Lauren Pfindner were also present.

Open House Numbers

3200 people attended the library on Saturday and 2000 on Sunday. Strong interest continued through the week with 1600 patrons on Tuesday, 1300 Wednesday and 900 on Thursday at the time of the meeting.

Review of Minutes

Chair Kathy Keohane motioned to approve the December minutes as amended with a second from Trustee Ed Barker. The board passed the motion unanimously.

Library Update

The Open House weekend exceeded all expectations. The public is thrilled with the new building as indicated by patron numbers. People not only visited, but stayed to study, read and work. There was amazing energy.

The Director expressed his thanks to the library staff team, and especially Assistant Director Lauren Pfindner for their extraordinary effort during the week before the open house. He noted that there is still work to do to complete the move in, but the staff is fully engaged.

The children's collection is 100% shelved and story hour began on Tuesday.

It was noted that there remains a significant punch list to be completed by G&R with the possibility that the library will need to be closed for 1-2 days for certain tasks.

Chair Keohane offered special thanks to the Director and Assistant Directors for their dedication to the project.

Building Project Update

A new donation of \$54,000 was received during the Open House and will be applied to project costs. The Trustees will present the funds at the January 26th Select Board meeting.

Change orders and final invoices are still outstanding. As such, final borrowing numbers will be available when expenses are finalized, likely in Q2.

Room Rental Policy

The board discussed the details of the room rental policy with attention to establishing rental rates.

Rate structure from other town rental policies and facilities were considered. It was noted that rental opportunities are limited to the hours that the spaces are not in use by the public. There are additional considerations on the rentals as the current structure of the revolving fund does not allow for covering part time staff compensation. As such, larger and or more complex events may not be allowed as there would need to be supervision of spaces and the event. The Board and Director will track requests over the coming months and adjust the policy as needed. Additionally, requests that we cannot honor given the limitations on staff support will also be tracked to inform potential changes to the revolving fund structure.

Trustee Cahoon motioned to approve the policy and Trustee Donner seconded the motion. The board approved the measure unanimously.

Chair Keohane and Assistant Director Pfendner left the meeting at 7:00 to attend a different meeting.

There were no Liaison Updates.

Trustee Mann motioned to adjourn the meeting at 7:25 p.m.

Upcoming Meetings

February 26 tbd

March 26 BPL-

April tbd

Attachments

December Minutes

Meeting Agenda

December 2025 Statistics

Room Rental Policy