CPL Monthly Board of Trustees Meeting
Wednesday, July 15th, 2026, at 6:30 pm at the Pembroke Community Center
Present: Jason, Stephanie, Katherine, Michael H, and Michael P
Also present: Diana Reding

Agenda

1. Call to Order - 6:35
2. Adoption of the agenda

   Stephanie made the motion; Michael D seconded it; and the motion passed in favor.
3. Approval of the prior meeting minutes from the June 2026 meeting as amended.

   Katherine made the motion, Michael H seconded it, and it passed.
4. Period of public expression - none
5. Correspondence - none
6. Treasurer/Finance Officer's Report
   a. Monthly report— Katherine motioned to approve the monthly Treasurer's report; Michael P seconded it, and the motion passed in favor.
   b. Approval of bills— Stephanie made the motion to approve the payment of the monthly bills; Michael P seconded, and the motion passed.
7. Director's Report - available under separate cover
8. Committee Reports -
   a. Finance subcommittee (Patrick, Michael H)
      i. Construction account
   b. Personnel Committee (Michael H, Stephanie)
      i. Still working on updates to the employee handbook
   c. Buildings and Grounds (Patrick, Michael P)
      i. Construction has starting
   d. Policy Committee (Michael P, Katie, Stephanie)

e. Community outreach committee (Katie, Michael P, Michael D)

9. Unfinished Business
    a. none
10. New Business
    a. A motion to open a new construction banking account with the signers being the Treasurer (Marie Phillips), Finance Officer (Patrick Weissend), President (Jason Long), and Vice President (Stephanie Caleb) by Michael H, and seconded by Katherine. All in favor.
    b. A motion to elect the following slate of officers by Katherine, 2nd by Michael H
        i. President - Jason Long
        ii. Vice President - Stephanie Caleb
        iii. Financial Officer - Patrick Weissend
        iv. Secretary - Michael Plitt
    c. Update bank signers
        i. President
        ii. Vice President
        iii. Financial Office
        iv. Treasurer
    d. A motion to make the following committee assignments by Michael H, seconded by Michael P
        i. Finance subcommittee (Patrick, Michael H)
        ii. Personnel Committee (Michael H, Stephanie)
        iii. Buildings and Grounds (Patrick, Michael D)
        iv. Policy Committee (Michael P, Katie, Stephanie)
        v. Community outreach committee (Katie, Michael P, Michael D)
    e. Key review - no changes

f. Motion to pay recurring bills for the upcoming fiscal year. Stephanie made the motion, Katie seconded the motion, and the motion passed in favor.

11. Adjournment - 7:52 pm - Michael H motioned to adjourn the meeting, Patrick seconded the motion, and the motion passed in favor.

