

**Brimfield Public Library District Board of Trustees Meeting Minutes**  
**Monday, January 26, 2026 at 6:30 p.m. at the Library**

**Call to Order** - Angie Sneeringer called the meeting of the Brimfield Public Library Board of Trustees to order at 6:30p.m.

**Attendance** - Angie Sneeringer took roll call with the following members present: Laura Sollenberger, Trip Barton, Natalie Zeman, Cathryn Hill, and Director Katie Hahn.

**Public Comment** - None

**Reports**

**Secretary**

**December Regular Meeting Minutes** - Trip Barton made a motion to approve the December Regular Meeting Minutes. Laura Sollenberger seconded; motion carried.

**Treasurer**

**December Financial Report** - Natalie Zeman made a motion to approve the December Financial Report. Trip Barton seconded; motion carried.

**January Bills** - Laura Sollenberger made a motion to approve the January Bills. Cathryn Hill seconded; motion carried.

**Director**

**December Monthly Report** - Director Katie Hahn presented the Director's Report and the Board reviewed.

**Unfinished Business** - None

**New Business**

**Meeting Space Use Policy** - Natalie Zeman made a motion to approve the increase of the Activity Room Reservation fee to \$100, the increase of the Emergency Room Key Delivery fee to \$100, and to table further action to update the Meeting Space Use Policy to the February 2026 meeting. Trip Barton seconded; motion carried.

**Programming Policy** - Laura Sollenberger made a motion to approve the Programming Policy. Cathryn Hill seconded; motion carried.

**Square Digital Payment** - Laura Sollenberger made a motion to approve the use of Square Digital Payment to accept credit card payments for Library materials and services. Trip Barton seconded; motion carried.

**Streamline Contract: Website ADA Compliance** - Natalie Zeman made a motion to approve the Streamline Contract for website redesign and management. Laura Sollenberger seconded; motion carried. The Board approved payment for the Operations Professional package up to the quoted price of \$500 for startup and \$6,720 annually for maintenance but requested negotiation to bring cost in line with other area libraries using Streamline.

**Adjournment** - Trip Barton made a motion to adjourn the meeting. Laura Sollenberger seconded; motion carried.

**Next Regular Meeting Monday, February 23, 2026 at 6:30 p.m.**