

Dunbar Free Library  
Trustees Meeting – October 13, 2025  
Minutes

Present: Marc Bernstein, Chair; Elizabeth Sofish, Co-Secretary / Scrivener; Rita Friedman, Treasurer; Melissa Britton, Trustee; Pat Beasley, Alternate; Dawn Huston, Library Director  
Absent: Richard Sachs, Co-Secretary

1. Call to order. Meeting was called to order at 6:03 p.m.
2. Minutes. Minutes of the August meeting were approved by a unanimous vote (Elizabeth Sofish motion; Melissa Britton second).
3. Continuing Business.
  - a. Hiram Buswell Account. The trustees signed a document allowing the withdrawal of the principal from the Hiram Buswell account and the closing of the account.
  - b. FY26-27 Budget. The Trustees reviewed and discussed the draft FY26-27 budget and approved it with a unanimous vote after a motion by Rita Friedman and a second by Pat Beasley.
  - c. Document Review. The trustees discussed the draft Employee Safety Policy at some length before determining that more information is needed about some of the items. The Chair will meet with the Town Administrator with the goal of eventually getting the policy to Primex, prior to final approval by the trustees.
  - d. Other. The Director informed the trustees that she is planning to offer the Substitute Librarian position to a qualified candidate.
4. Adjournment. The meeting was adjourned at 7:35 p.m. by unanimous vote after a motion by Melissa Britton and seconded by Rita Friedman.

Respectfully submitted,

Elizabeth Sofish  
Co-Secretary / Scrivener

