

Comstock Township Library
Board of Trustees Meeting Minutes
January 12, 2026

Board Members Present: Joe Calvaruso, Andrea Clark, Shari Donovan, Karen Jameson, Jim VanSweden

Absent: Felicia Sidney

Staff: Library Director Emily Kubash

Audience: No members of the public were present.

Call to Order: The meeting was called to order by Trustee Donovan at 7:00 p.m.

Public Comment: No members of the public spoke.

Approval/Amendment of the Agenda: Director Kubash asked that *Public Library Association conference* be added to New Business. On a motion from Trustee Calvaruso and seconded by Trustee Clark, the Board unanimously approved the agenda as amended.

Minutes: On a motion from Trustee VanSweden and seconded by Trustee Clark, the Board unanimously approved the minutes of the December 8, 2025 regular meeting

Treasurer's Report: The Treasurer's Report was reviewed, discussed, and filed.

Bills: On a motion from Trustee Calvaruso and seconded by Trustee VanSweden, the Board unanimously approved the December checks and payments totaling \$72,022.11.

Unfinished Business: No unfinished business.

Committee Reports: No committee reports.

Director's Report: The Director's Report was reviewed, discussed, and filed.

New Business:

Paid Parental Leave policy second reading – The Board reviewed the legal edits on the draft policy. On a motion from Trustee Calvaruso and seconded by Trustee VanSweden, the Board unanimously approved the Paid Parental Leave policy as presented.

2026 Clark Technical Services agreement – On a motion from Trustee Jameson and seconded by Trustee Clark, the Board unanimously approved the Library Director to sign the Clark Technical Services agreement.

April Board meeting – On a motion from Trustee VanSweden and seconded by Trustee Calvaruso, the Board approved cancelling the April regular meeting due to a conflict with the Public Library Association conference.

Action Plan 2026 items – The Board reviewed the major Action Plan items slated for this year.

Public Library Association conference – On a motion from Trustee Clark and seconded by Trustee Calvaruso, with Trustee Jameson abstaining from the vote, the Board unanimously approved Trustee Jameson to attend the 2026 PLA conference.

Other Business: No other business.

The meeting was adjourned at 7:25 p.m.