

Comstock Township Library
Board of Trustees Meeting Minutes
August 10, 2026

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

Absent: Karen Jameson, Felicia Sidney

Staff: Library Director Emily Kubash, Librarian Adrienne Schinkai

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: On a motion from Trustee Calvaruso and seconded by Trustee VanSweden, the Board unanimously approved the agenda as presented.

Minutes: On a motion from Trustee VanSweden and seconded by Trustee Clark, the Board unanimously approved the minutes of the July 13, 2026 regular meeting.

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

Bills: On a motion from Trustee Clark and seconded by Trustee VanSweden, the Board unanimously approved the July checks and payments totaling \$98,911.04.

Unfinished Business: No unfinished business.

Committee Reports: No committee reports.

Director's Report: The Director's Report was reviewed, discussed, and filed. Trustee Clark inquired about the library offering a CPR refresher course. Director Kubash and Librarian Schinkai noted they would look into it as a future program. There was also discussion of offering yard signs to patrons again at some point, as those were very popular and helped to advertise library programs and services.

New Business:

Presentation on library social media marketing – Librarian Schinkai shared some highlights of her recent work including the successful Seed Library and the popular Take-Home Craft offerings. She noted that next year, due to popular request, she would label native plant seeds as such.

Library Card policy update – On a motion from Trustee Calvaruso and seconded by Trustee VanSweden, the Board unanimously approved the Library Card policy update as presented.

2025 budget report – The Board reviewed the 2025 final budget numbers. Upcoming projects include a complete interior refresh of the main level, including the service desks, an update of the staff work areas, and eventual landscaping work for the front of the building facing King Highway. Director Kubash noted she would have the 2027 draft budget available for review at the September regular meeting.

Other Business: No other business.

The meeting was adjourned at 7:45 p.m.