

**Topsham Public Library  
Board of Trustees  
Business Meeting  
December 17, 2025**

- |     |                                                                                                                                                            |         |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1)  | <b>Call to Order</b>                                                                                                                                       | 7:00 PM |
| 2)  | <b>Approval of Agenda</b>                                                                                                                                  | 7:01 PM |
| 3)  | <b>Consent Agenda:</b><br><i>a.</i> Minutes of November Business meeting<br><i>b.</i> Governance Committee Report<br><i>c.</i> Facilities Committee Report | 7:03 PM |
| 4)  | <b>Treasurer's Report</b><br><i>a.</i> Finance Committee Report<br><i>b.</i> November Monthly Profit/Loss                                                  | 7:05 PM |
| 5)  | <b>Preliminary Budget Review</b>                                                                                                                           | 7:15 PM |
| 6)  | <b>Library Benchmarks of Excellence</b>                                                                                                                    | 7:25 PM |
| 7)  | <b>Director's Report</b><br><i>a.</i> <i>Monthly Statistics</i>                                                                                            | 7:40 PM |
| 8)  | <b>Unfinished Business</b>                                                                                                                                 | 7:50 PM |
| 9)  | <b>New business</b>                                                                                                                                        | 7:55 PM |
| 10) | <b>Public Comment</b>                                                                                                                                      | 8:00 PM |
| 11) | <b>Adjournment to Executive Session</b>                                                                                                                    | 8:05 PM |

Next meeting dates: Third Wednesdays at 7:00 PM  
January 21