



March 24 24, 2025 7:15 PM

Present: Brown, Megan; Cantore, Mathew; DiGianni, Jason; Dugan, Suzanne; McMunn, Maria; Meyer, Stephen; Mogor, Cornelia; Srinivasan, Purushothaman; Rodger, Ed; Wise, Russ. Also present were Alex Gutelius, Rebecca Verhayden, Jim Foster, and Lisa Oddo.

Absent: Tom Madison

Guest: Susan Flint

The meeting was called to order at 7:16 PM by Mr. Cantore.

AGENDA: Mr. Cantore presented the March agenda for approval with one additional item. Under New Business add Item D. NYCLASS. A **Motion** was made by Ms. Brown, seconded by Ms. Dugan, to approve the agenda as amended. The **Motion** passed unanimously by those present.

MINUTES:

A **Motion** was made by Mr. Wise, seconded by Mr. Srinivasan, to accept the February 24, 2025, minutes with one correction. Under New Business: Open Meeting Law amended to read: The Board decided no action was necessary at this time. The **Motion** passed unanimously by those present. Mr. Rodger chose to abstain.

PUBLIC COMMENT: None

BOARD COMMENT: Mr. Rodger noted he will not be running for re-election after his term ends this year.

TREASURER'S REPORT:

Mr. Meyer presented the Financial Statement for February 2025. The February 2025 Financial Statement was reviewed and received for audit.

The February 24, 2025, warrant for \$145,140.94 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Wise, to approve the February 24, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the February 24, 2025, warrant was Mr. Cantore.



The March 7, 2025, warrant for \$452,892.39 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Ms. Brown, to approve the March 7, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the March 7 2025, warrant was Mr. Srinivasan.

It was noted this warrant included the final transfer of funds out of Key Bank and a payment to the architects for the front door project.

Mr. Meyer noted in February 2025 we had \$28.75 in anonymous donations.

THE FRIENDS: Mr. Foster gave the following report:

1. The FOL continue with TTOB programming and are planning a visit to the Zoo on June 14.
2. The FOL Crafters Supplies Give & Take will be held on April 11-13.
3. The Used Book Sale is scheduled for May 16-18.
4. The Plant Swap will be held the morning of May 16.

DIRECTOR'S REPORT: Mr. Foster gave the following report on Public Service:

1. Mr. Foster noted there are five book clubs being offered. They are offered at a variety of times and formats and are gaining popularity.
2. Several staff members will be presenting at a number of professional conferences to share all the new and exciting things happening at our library.
3. Genealogy Day events were very successful.
4. The Local author Fair will be the afternoon of May 16. Registration is available on-line and preference is given to local authors that reside in our tax district.
5. The Youth Services department has a number of programs scheduled for April break week; including story times, crafts, and a Wicked Sing-a-long.

DIRECTOR'S REPORT: Ms. Verhayden gave the following report on Communications:

1. Ms. Verhayden reported engagement on Social Media continues to be strong. Our overall reach was up 33% with the Stuffy Sleepover being our most popular post.



2. We continue to print program brochures and will scale back printing in April when we ramp up printing of the May/June program brochure. We continue to offer QR codes for patrons that would like a digital copy. It was suggested that the QR code be placed by the book drop or outside the building for access when we are closed.
3. The Library Newsletter send via Constant Contact has a wide reach, with a large number of people opening the recent newsletter regarding changes to funding for IMLS.
4. Ms. Verhayden noted we have added a Blue Ray DVD player, Soil Tester, and an Outdoor Projector to our Activities Collection.

DIRECTOR'S REPORT: Ms. Gutelius gave the following report:

1. We are still trying to determine how the Federal cuts to IMLS will impact our area libraries. The FOL sent out a call to action email with additional information.
2. Ms. Gutelius shared copies of the Annual Report for 2024.
3. National Library Week is April 6-12. The National Library Workers Day lunch will be on April 8.
4. Sara Dallas will be retiring from SALS in June.
5. The Bunbury Players will be here March 28-March 30 presenting a Festival of One-Act plays.
6. Ms. Gutelius shared some positive feedback she received on our comment cards.

COMMITTEE REPORTS:

POLICY COMMITTEE: No Report

PUBLIC RELATIONS: No Report

LONG RANGE PLANNING: No Report

PERSONNEL COMMITTEE: No Report

BUILDINGS AND GROUNDS: No Report

FINANCE AND AUDIT: No Report

LEGISLATION: No Report

OLD BUSINESS: None



NEW BUSINESS:

Credit Card Resolution

The Library's accounts with Key Bank have been closed, and we are no longer eligible to have credit cards with Key Bank. Pioneer Bank will provide credit cards to the Library. Mr. Meyer made the **Motion**, seconded by Ms. Brown, to adopt the Resolution and Agreement in order for the Pioneer Bank credit card application to be processed. The **Motion** passed unanimously by all present.

SALS 2025 Construction Grant

SALS is offering a Construction Challenge Grant of up to \$5,000. Staff recommended the Library apply for funding to upgrade the audio visual equipment in the Computer Lab. Mr. Wise made the **Motion**, seconded by Mr. DiGianni, to approve the submission of the 2025 Construction Challenge Grant application for the upgrade of the AV equipment in the Computer Lab. The **Motion** passed unanimously by those present.

Staff Development Night Recommendation

Mr. Foster presented the proposal to close the Library early on Wednesday, August 27 at 4pm to conduct staff training from 4:00-8:00pm at the library. Ms. McMunn made the **Motion**, seconded by Mr. Srinivasan, to close the Library at 4pm on August 27 for staff development. The **Motion** passed unanimously by those present.

NYCLASS

The board previously approved investing funds in NYLAF (New York Liquid Asset Fund). NYLAF is merging with NYCLASS (New York Cooperative Liquid Assets Securities System) Mr. Meyer made the **Motion**, seconded by Mr. Rodger, to adopt the Municipal Cooperation Resolution as written to authorize the Library to invest in this fund. The **Motion** passed unanimously by those present.

There being no further business, Ms. Brown made the **Motion**, seconded by Mr. Srinivasan, to adjourn the meeting. The **Motion** passed unanimously by those present, and the meeting adjourned at 8:13PM.

The next scheduled Board Meeting is Monday, April 21, 2025, at 7:15pm.