



June 16, 2025

7:15 PM

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

Absent: Maria McMunn, Cornelia Mogor

Guest: Brielle Christian, Susan Flint

The meeting was called to order at 7:17 PM by Mr. Cantore.

AGENDA: Mr. Cantore presented the June 16, 2025 agenda for approval with one modification to move the Halfmoon Trustee candidate recommendation to Executive Session. A **Motion** was made by Mr. Wise, seconded by Ms. Brown, to approve the agenda as amended. The **Motion** passed unanimously by those present.

MINUTES:

A **Motion** was made by Ms. Brown, seconded by Ms. Dugan, to accept the May 12, 2025, minutes as sent with one spelling correction under New Business to Divine Lee. The **Motion** passed unanimously by those present. Mr. Cantore, Mr. DiGianni, Mr. Meyer, and Mr. Srinivasan chose to abstain.

PUBLIC COMMENT: None

BOARD COMMENT: Ms. Brown noted Mr. Foster did a great job at the Mychal Threats event.

TREASURER'S REPORT:

Mr. Meyer presented the Financial Statement for May 2025. The May 2025 Financial Statement was reviewed and received for audit. Mr. Meyer noted Line 4310 under Receipts reflects interest earned as a result of investment into NYLAF. Under Disbursements Line 6200 is high, as we have not been reimbursed yet by the FOL for the Mychal Threats event.

The May 21, 2025, warrant for \$172,297.54 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Wise, to approve the May 21, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the May 21, 2025, warrant was Ms. Brown.



The May 30, 2025, warrant for \$133,781.93 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Ms. Brown, to approve the May 30, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the May 30, 2025, warrant was Ms. Brown.

The June 9, 2025, warrant for \$221,342.50 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Ms. Dugan, to approve the June 9, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the June 9, 2025, warrant was Ms. Mogor.

Mr. Meyer noted in May 2025 we had \$5.10 in anonymous donations and a \$50.00 commemorative donation for Nancy A. Kelley.

THE FRIENDS: Mr. Foster gave the following report:

1. The FOL have wrapped up most of their programming for TTOB for this year and are busy reading the nominated books for next year's TTOB selections.
2. The GOTV committee members and staff are working together to plan for the September 11 library budget vote.
3. The next Used Book Sale is scheduled for September 26-28.
4. Mr. Foster noted the Mychal Threets event was very successful, and we appreciate the support of the FOL for funding this event.

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

1. The All Abilities Art Club is very popular as we have a large group of participants each month. An All Abilities Art Show will be scheduled for a weekend in October.
2. The Shenendehowa Art Show held here in May was a huge success. There was a lot of foot traffic and there were two receptions held for parents and students.
3. Staff presented at the CDLC's Reinvigorating Librarianship Conference on May 30.
4. Summer Reading started today for children, teens, and adults. There are lots of programs planned all summer long for all age groups.
5. Saratoga County will schedule Narcan training here in August.
6. The Sogetsu Flower show was held on June 7-8.



7. The Community Field Trips are a very popular addition to our programming. The next scheduled trip is to The Hyde Collection in Glens Falls on Friday, June 20.

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

1. Ms. Verhayden reported she is working with the GOTV committee to solidify and streamline the plans for the budget vote. They are working on a "Love Your Library" campaign this summer leading up to the budget vote.
2. The Mychal Threets event in May provided a huge social media boost. The library had a 3,000% increase in reach and we have 60 new Instagram followers.
3. The most popular Facebook post in May was about the 1,000 Books Before Kindergarten program, and featured a photo of the finisher.
4. A record player, a wireless speaker, and an OBD2 Scanner Car Diagnostic tool were added to the Activities Collection this month.
5. The Sustainability Committee is looking into plans for a Pollinator Garden.

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

1. A press release went out with a Save the Date notice about the upcoming budget vote and trustee election on September 11. There will be four trustee positions on the ballot; three for Clifton Park and one for Halfmoon.
2. Ms. Gutelius noted she plans to update the information on the portal for the trustees as we have new people joining the Board.
3. The Library will be participating in the July 4 parade and will have a Book Cart Drill Team this year.

COMMITTEE REPORTS:

CRISIS COMMUNICATIONS: Mr. Cantore gave the following report: Mr. Cantore presented the Ad Hoc Crisis Communications Committee notes from June 2, 2025. They reviewed prepared statements and reviewed the risk register.



POLICY COMMITTEE: No Report:

PUBLIC RELATIONS: No Report

LONG RANGE PLANNING: No Report

PERSONNEL COMMITTEE: Mr. Rodger gave the following report:

Mr. Rodger presented the Personnel Committee notes from May 21, 2025. The Committee members discussed all five applicants for the vacant Halfmoon Trustee position, and they decided to interview all the candidates. A recommendation will be made during Executive Session. The committee is also looking at personnel costs for the 2026 budget taking into account the increasing costs for health insurance and retirement.

BUILDINGS AND GROUNDS: Ms. Brown gave the following report:

Ms. Brown presented the Building and Grounds Committee Notes from June 5, 2025. She noted the architect and staff are working to resolve the problem with the flooring in the revolving door. We have participated in discussions regarding the Park Trail and how to proceed. Staff has been addressing ongoing problems with the discolored water in the building. Invasive Species will be removed from the property and the Sustainability Committee is discussing plans to introduce a pollinator garden. The landscape/plowing contract RFP will be issued in early July and the committee discussed submitting the replacement of the Roof Top Units for this year's State Construction Grant program.

FINANCE AND AUDIT: No Report

LEGISLATION: No Report

OLD BUSINESS: None

NEW BUSINESS: None

At 8:03 pm Mr. Rodger made the **Motion**, seconded by Mr. Meyer, to end Regular Session and enter into Executive Session for the purpose of discussing the Halfmoon Trustee Candidate. The **Motion** passed unanimously and Executive Session was entered at 8:05 pm.

At 8:17 pm Ms. Brown made the **Motion**, seconded by Mr. Srinivasan, to adjourn Executive Session and return to Regular Session. The **Motion** passed unanimously by those present. Mr. Rodger made the **Motion**, on



behalf of the Personnel Committee that the Board appoint Jennifer Schlegel to fill the vacancy in a Halfmoon seat on the Board created by the resignation of Mr. Madison. 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 8:18 pm.

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

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