



July 21, 2025

7:15 PM

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

Absent: Jason DiGianni

Teleconference: Russ Wise

Guest: Rebecca Dyehouse

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

AGENDA: Mr. Cantore presented the July 21, 2025 agenda for approval. A **Motion** was made by Ms. Brown, seconded by Mr. Meyer, to approve the agenda as sent. The **Motion** passed unanimously by those present.

MINUTES:

A **Motion** was made by Ms. Brown, seconded by Ms. McMunn, to accept the June 16, 2025, minutes as sent. The **Motion** passed unanimously by those present.

PUBLIC COMMENT: None

BOARD COMMENT: Mr. Cantore welcomed Jennifer Schlegel to the Board of Trustees. He also thanked staff, Alex, Rebecca, Jim, Chrissie and Ali, for their participation in the 4th of July parade. Mr. Cantore feels it is very important for the Library to participate at this event.

TREASURER'S REPORT:

Mr. Meyer presented the Financial Statement for June 2025. The June 2025 Financial Statement was reviewed and received for audit. Mr. Meyer noted we are mid-way through the fiscal year and mostly on target. Line 6150 under disbursements is high as it reflects construction and professional services for Synthesis.

The June 25, 2025, warrant for \$193,010.87 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Rodger, to approve the June 25, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the June 25, 2025, warrant was Ms. Mogor.



The July 3, 2025, warrant for \$191,398.98 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Ms. Brown, to approve the July 3, 2025, warrant. The **Motion** passed unanimously by those present. The reviewer for the July 3, 2025, warrant was Mr. DiGianni.

Mr. Meyer noted in June 2025 we had \$5.00 in anonymous donations.

THE FRIENDS: Mr. Foster gave the following report:

1. The FOL do not meet in July but the TTOB committees for this year are busy reading and narrowing down the contenders to five for voting for next year's selection.
2. The next Used Book Sale is scheduled for September 26-28.
3. Ms. Brown suggested a FOL book list for the books that were not chosen for TTOB. Mr. Foster will share this with the FOL.

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

1. Saratoga County Dept. of Health will be here on August 26 for Narcan training.
2. Staff Development Night is scheduled for August 27 from 4-8pm. It will include Active Attacker Training, Department meetings, and a presentation on Cultural Competency.
3. Summer Reading is very successful with over 2,000 children, 227 teens, and 700 adults signed up.
4. Mr. Foster highlighted some of the summer programs planned which include: a Parrot Show, Community Scavenger Hunt, AI programs, Erie Canal programs, Bingo for Books, and Sound Bath Meditation.
5. Ms. Dyehouse discussed the Wet Felting Program and the Living Wall Installation that is sponsored by the Saratoga Arts Grant. There will be a reception planned in October.
6. Library Field Trips continue to be very popular. The most recent event is planned for teens in grades 6-12 to go to Kitware, Inc. on July 22 at 2pm.



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

1. Ms. Verhayden reported the reel with Mychal Threats was June's most popular social media post reaching 10,000 people on Instagram and over 4,000 people on Facebook.
2. The picture of the Youth Services staff and Tad kicking off summer reading reached 4,200 people on Facebook.
3. The Library has handed out 650 copies of the July/August brochure and patrons are using the new magnets that take them directly to our online calendar, as they were scanned 48 times in June.
4. Staff is currently working on the September/October program brochure.
5. The Sustainability Committee kicked off a Staff Walking Club as part of our wellness requirement. 14 staff members signed up and are walking alone or with a buddy during their breaks.

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

1. Ms. Gutelius gave updated statistics to the Board of Trustees.
2. Sara Dallas will be leaving SALS on August 22. Her successor has not been announced. It is anticipated there may be cuts of up to 20% in funding to SALS and for Central Library Aid.
3. We are experiencing delayed notification from DASNY about our grant application from 2024 for the parking lot re-pavement job completed last year.
4. ILL lending numbers through SALS/MVLS are down by 20% from last year, likely due to fewer items being sent to Schenectady.
5. Ms. Gutelius will continue to update the trustee portal.
6. Trustee Petitions are due August 12.
7. Staff has been discussing options for the open space in the lobby, so it looks welcoming.

COMMITTEE REPORTS:

CRISIS COMMUNICATIONS: Mr. Cantore gave the following report:

Mr. Cantore presented the Ad Hoc Crisis Communications Committee meeting notes from July 14, 2025. They reviewed prepared statements for



Incidents at the Library, Credible Threats, and Building Closures. They reviewed the risk register and identified topics for discussion at the September meeting. At some point, the committee sees the work of this committee being folded into the PR Committee.

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: Mr. Meyer gave the following report:

Mr. Meyer presented the 2026 Draft Budget. The draft budget as presented would be a tax levy of \$5,563,482 a 5.94% increase. The budget includes increases in staff salaries, health care and retirement. It also includes increases in Facilities and Equipment and Operations. The board discussed the budget and the considerable increases to health insurance and retirement. They also discussed the impact of costs and repairs on the aging building. The board discussed the draft budget at length and the impact rising costs are having on this process. If the Board agrees to approve this draft budget they must first vote on a Tax Cap Override Resolution.

Mr. Meyer presented the tax cap override resolution:

Whereas, the adoption of the 2026 budget for the Clifton Park-Halfmoon Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it



Resolved that the Board of Trustees of the Clifton Park Halfmoon Public Library voted and approved to exceed the tax levy limit for 2026 by at least the sixty percent of the board of trustees as required by state law on July 21, 2025.

Mr. Meyer made the **Motion** on behalf of the Finance and Audit Committee to approve the Tax Cap Override Resolution as presented. The **Motion** passed unanimously by those present.

Next, Mr. Meyer presented the 2026 Draft Budget for approval. Mr. Meyer made the **Motion** on behalf of the Finance and Audit Committee to approve the 2026 draft budget as presented. The **Motion** passed unanimously by those present.

LEGISLATION: No Report

OLD BUSINESS: None

NEW BUSINESS: None

There being no further business, Ms. Brown made the **Motion**, seconded by Ms. McMunn, to adjourn the meeting. The **Motion** passed unanimously by those present, and the meeting adjourned at 9:00PM.

The next scheduled Board Meeting is Monday, August 18, 2025, at 7:15pm.