



August 18, 2025

7:15 PM

The regular meeting was preceded by a joint FOL/Library Board meeting. Ms. Gutelius opened the meeting at 6:38pm. Ms. Gutelius thanked everyone for coming and the meeting began with brief introductions and titles/roles in the organizations.

FOL members present: Conklin, Linda; Corigliano, Judy; Corigliano, Tom; Holland, Allison; Koretsky, Rhona; Jozwiak, John; Jozwiak, Wilma; Robbins, Jo Anne; Verostek, Mary Fran.

Library Board members present: Brown, Megan; Cantore, Mathew; DiGianni, Jason; Meyer, Stephen; Mogor, Cornelia; Rodger, Ed; Schlegel, Jennifer, Srinivasan, Purushothaman; Wise, Russell. Also present were Alex Gutelius, Jim Foster.

Mr. Cantore thanked the FOL for all the support they give the Library during the year. They support many services and materials for the library through their fundraising efforts. Their biggest fundraisers are the used book sale and the craft swap event. They provide funding for the Museum Pass program, All Abilities Art Club, and ELL programming. The Mychal Threets author event was a huge success, and their support of the new Sensory Room has proven to be a popular feature at the library. Additionally, they sponsor the TTOB activities, travel opportunities, and the Get out the Vote campaign. Their logo was recently refreshed; everything they do enhances our services to our patrons and we appreciate all their support.

First, Ms. Jozwiak gave a brief update on FOL activities. They had a very busy year and could not have done all the work without the support of their wonderful volunteers. She noted the craft swap and the plant swap is now completely donation based. There is great collaboration with the FOL, the Library Board of Trustees, and staff. The FOL will continue to support the library and are always asking, "What do you need now?"

Next, Ms. Robbins gave an update on the Get out the Vote plan for this year. They have made some changes this year regarding communications and PR. They have decided to cut back on the number of emails sent prior to the vote. They have a new poster for Get out the Vote and have a QR Code on their website that will take you right to the page about the library vote. They are utilizing a combination of the FOL Calendar, Newsletter, and Constant Contact to share information. Information about the vote will be on the electronic signs at the Clifton Commons and the entrance to the Shenendehowa Campus. They have decided to cut back on newsprint ads as they are expensive and lack the reach. They will have paid ads in Stewarts Shops and Facebook. A total of 112 signs will be placed around town. Signs should go out the weekend before the vote and be picked up



right after the vote. Please make a note of any signs that are missing after the vote and let Ms. Robbins know.

Finally, Ms. Gutelius gave an update on the budget and the trustee election. Absentee Ballots are now available. There are four petitions submitted for three Clifton Park seats. Budget mailers are no longer being mailed to households in the district. The lack of a mailed brochure did not impact voter turnout in the previous year and it was a significant savings to the Library. Information will be on our website and paper copies will be available in the Library. Mr. Meyer spoke about the budget process and the impact of rising health care and retirement costs. There will be a budget information session and meet the candidates on September 4. The joint meeting ended at 7:08pm.

A brief recess was held with the Library Board reconvening at 7:15pm in the Piracci Board Room and the FOL reconvening in Program Room A-B.

Present: Brown, Megan; Cantore, Mathew; DiGianni, Jason; McMunn, Maria; Meyer, Stephen; Mogor, Cornelia; Rodger, Ed; Schlegel, Jennifer, Srinivasan, Purushothaman; Wise, Russell. Also present were Alex Gutelius, Lisa Oddo.

Absent: Suzanne Dugan

Guest: Susan Flint

The meeting was called to order at 7:15pm by Mr. Cantore.

AGENDA: Mr. Cantore presented the August 18, 2025 agenda for approval with one correction. Under New Business correct spelling of Aiden Caligiuri. Ms. Brown made the **Motion**, seconded by Mr. Meyer to approve the agenda as amended. The **Motion** passed unanimously by those present.

MINUTES: A **Motion** was made by Mr. Meyer, seconded by Ms. McMunn, to accept the July 21, 2025 minutes as sent. The **Motion** passed unanimously by those present. Mr. DiGianni and Mr. Wise chose to abstain.

PUBLIC COMMENT: None

BOARD COMMENT: On behalf of the Board of Trustees, Ms. Brown and Mr. Cantore thanked the FOL for all their support of the library. We are very fortunate to have such a dedicated and hardworking Friends group.

TREASURER'S REPORT:

Mr. Meyer presented the Financial Statement for July 2025. The Financial Statement was reviewed and received for audit. Mr. Meyer noted the personnel costs are low as we recently had three full time librarians retire. Mr. Meyer noted



there were no donations for July 2025. Ms. Schlegel asked for clarification on the process of approving warrants via email and at the Board meetings. The process was reviewed.

The July 18, 2025 warrant for \$210,918.32 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Rodger, to approve the July 18, 2025 warrant. The **Motion** passed unanimously by those present. The reviewer for the July warrant was Mr. DiGianni.

The July 31, 2025 warrant for \$141,912.91 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Wise, to approve the July 31, 2025 warrant. The **Motion** passed unanimously by those present. The reviewer for the July warrant was Mr. DiGianni.

The August 8, 2025 warrant for \$142,459.02 was presented to approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Rodger, to approve the August 8, 2025 warrant. The **Motion** passed unanimously by those present. The reviewer for the August warrant was Mr. Rodger.

THE FRIENDS: Ms. Gutelius gave the following report:

1. The GOTV signs will be available. Please pick them up and set them out prior to the vote.
2. The TTOB ballot boxes are in the library for in person voting or you can vote for your favorite book on the FOL website. The winning book will be announced on Thursday, September 11. Two Towns programs will begin in January 2026.
3. The FOL Used Book Sale will be on September 26-28.

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

1. The Sensory Room has been used over 1,000 times in the first year. The FOL featured an article about it in their newsletter that got picked up by News 10 ABC. Thanks to Ms. Reese for all her hard work on the Sensory Room project.
2. Summer Reading will wrap up tomorrow night with the Colorpalooza on the back lawn at 6:30pm.
3. NARCAN training will be held for staff and the public on Tuesday, August 26 from 10am-6pm.
4. Staff development night is scheduled for Wednesday, August 27 from 4-8pm.
5. The "Nicki Minai Challenge" is a social media trend where people recreate a pose popularized by Nicki Minai in her 2013 "High School" music video. The pose involves a single-leg squat while wearing high heels, with one leg crossed over the other. The Library Instagram Reel featured staff on the bookshelves in the children's library and it has received over 26,000 views and lots of comments.



6. Sara Dallas will be retiring on August 22. Kimberly Boland has been hired as her replacement and is scheduled to begin on September 15.
7. Ms. Gutelius shared positive patron feedback she received regarding our coding classes and our ability to be welcoming and inclusive to all members of the community.

COMMITTEE REPORTS:

POLICY COMMITTEE: No Report

PUBLIC RELATIONS: Ms. Gutelius gave the following report:

Ms. Gutelius shared the working draft of the Budget Vote and Trustee Election Information Brochure. It includes information about the budget and a “Meet the Candidates” page with a short bio on each candidate. These brochures will be available in print in the library and digital copies will be available on our website.

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:

Mr. Rodger presented staff appointments for approval.

A **Motion** was made by Mr. Rodger, seconded by Ms. Brown, to approve the appointments of Lori Schwartz and Kerry Walker as Clerks. The **Motion** passed unanimously by those present.

A **Motion** was made by Mr. Rodger, seconded by Mr. DiGianni, to approve the appointment of Aiden Caligiuri, Alexander Huiest, and Katherine Lafferty as Pages. The **Motion** passed unanimously by those present.



Next, Ms. Gutelius presented the recommendation for the New York State-Construction Grant Application. The Library has three gas powered Roof Top Units (RTUs). The life span of the roof top units is about 20 years. RTU2 has had frequent repairs over the past several years, and due to the age of the unit, replacement parts are sometimes difficult to get. The recommendation is to replace the aging gas-powered RTU2 unit with a high-efficiency cold climate air-source heat pump as the first phase of the roof top unit replacements. A **Motion** was made by Mr. Wise, seconded by Mr. Srinivasan, to allow staff to submit a grant application to replace the aging Roof Top Unit 2. 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 7:53pm.

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