



April 20, 2026

7:15 PM

**Present:** Brown, Megan; Cantore, Mathew; DiGianni, Jason; Dugan, Suzanne; Lamb, Robin; McMunn, Maria; Meyer, Stephen; Schlegel, Jennifer; Srinivasan, Purushothaman; Wise, Russ. Also present were Alex Gutelius, Jim Foster, Rebecca Verhayden, and Lisa Oddo.

**Absent:** Cornelia Mogor

**Guest:** Susan Flint

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

**AGENDA:** Mr. Cantore presented the April 20, 2026 agenda for approval with one additional item. Under Committee Reports add Item D. Finance Committee. A **Motion** was made by Ms. Brown, seconded by Mr. Srinivasan, to approve the agenda as amended. The **Motion** passed unanimously by those present.

#### **MINUTES:**

A **Motion** was made by Ms. Dugan, seconded by Mr. Meyer to accept the March 16, 2026, minutes as sent. The **Motion** passed unanimously by those present.

**PUBLIC COMMENT:** Ms. Flint thanked the Board of Trustees for supporting staff continuing education opportunities.

**BOARD COMMENT:** None

#### **PRESIDENT'S REPORT:**

Mr. Cantore noted that all committees are actively meeting. The exception is the Legislative Committee as they will meet based on need.

#### **TREASURER'S REPORT:**

Mr. Meyer presented the Financial Statement for March 2026. The March 2026 Financial Statement was reviewed and received for audit. It was



noted that the library received a large number of donations this month. Under Disbursements, Line 6150 Building & Equipment has been edited by the auditors. Line 6551 PR & Printing is high due to payment for Constant Contact, and Line 6575 Utilities are high.

The March 20, 2026, warrant for \$164,498.00 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Mr. Srinivasan, to approve the March 20, 2026, warrant. The **Motion** passed unanimously by those present. The reviewer for the March 20, 2026, warrant was Mr. Srinivasan.

The April 3, 2026, warrant for \$212,388.57 was presented for approval. A **Motion** was made by Mr. Meyer, seconded by Ms. Dugan, to approve the April 3, 2026, warrant. The **Motion** passed unanimously by those present. The reviewer for the April 3, 2026, warrant was Ms. Mogor.

Mr. Meyer noted in March 2026 there was a total of \$761.40 in donations. \$1.40 in anonymous donations, \$100.00 donation from John Ropelewski for the area of greatest need. Commemorative Gift Donations include: \$20.00 in memory of Marie (grandmother) of Christine Nicewicz (for books), \$100.00 Anelliott Willis & James Nida in memory of Joanne Chambers, \$100.00 Carol Davis in memory of Joanne Chambers, \$65.00 Lisa & Jeanne Schmidt in memory of Brian Dillon, \$50.00 David and Margaret Grow in memory of Brian Dillon, \$50.00 Wendy Jacques in memory of Joanne Chambers, \$50.00 Constance Hosterman in memory of Joanne Chambers, \$25 Ann Cocca in memory of Brian Dillon, \$100.00 Faylene Hooper in memory of Joanne Chambers, \$100.00 Gary Guyette in memory of Brian Dillon.

**THE FRIENDS:** Mr. Foster gave the following report:

1. Liz Moore will be here on April 28; registration is full. The event will be at Shenendehowa High School East.
2. The FOL Crafters Supplies Give & Take was very successful with the FOL raising over \$6,000 and most of the items were sold by Sunday afternoon.
3. The Used Book Sale is scheduled for May 15-17.
4. The FOL have selected two scholarship winners. One high school senior, and one staff member that is attending library school. They will be notified by May 1 and invited to a small reception, hosted by the FOL.



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

1. Projects from the Youth AstroNet program are on display in the Art Gallery. This very popular program will be offered again this summer.
2. The library is featuring a number of programs for Earth Month. Solar Power in your Home, *At the Edge of the World: An Antarctic Expedition* author event, a program with a Master Gardener, and Bo the Beaver on April 25.
3. April is Insect month in the children's library. Activities include: ant crafts, spring critters scavenger hunt, and a live ant farm. The ant farm will be featured at the library outreach table for Shen Science Night.
4. The library is hosting Real Talk: Immigration on Tuesday, April 21. Real Talk is a forum held in partnership with CAPTAIN Community Human Services and the Shenendehowa Central School District to educate and inform teens and adults about a prominent issue in our community.
5. The library will be hosting the Shenendehowa Art Show in May.

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

1. Digital upgrades are underway to ensure we are WCAG2.1 compliant. We were recently notified that the deadline for compliance was changed to April of 2027. We will continue with our current upgrade schedule and will be compliant ahead of schedule.
2. We have had a number of very popular social media posts. The Bridgerton Tea party, Library on Fire, and High Five Day saw lots of engagement.
3. Effective April 1 we no longer have access to Cloud Library. We are offering expanded collections for tax district residents through Libby. For two days staff hosted a Libby Promo Party. There were 129 new users of Libby in March.

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

1. A 2025 Program of the Year nomination was made to SALS for the Living Wall Community Project. Please let Ms. Gutelius know if you plan to attend the SALS Annual Dinner.



2. The state is administering a new grant program to improve the capacity of libraries and systems to offer outreach and community engagement services. Staff will apply for the LSTA Grant by requesting three oversized musical instruments and Adirondack chairs to be placed in the reading garden.
3. We received an OATS Senior Planet grant for \$3,600 to purchase technology support.
4. We are looking into a grant opportunity with the United Way that supports digital equity. We will consider applying to fund hotspots.

**COMMITTEE REPORTS:**

**POLICY COMMITTEE:** No Report

**PUBLIC RELATIONS:** Ms. Verhayden gave the following report: Ms. Verhayden reviewed the Public Relations Committee meeting notes from April 6, 2026. She reviewed the 2025 Annual Report to the Public. She also shared topics and the schedule for Crisis Communications Statements.

**LONG RANGE PLANNING:** No Report

**PERSONNEL COMMITTEE:** Ms. McMunn gave the following report: Ms. McMunn reviewed the Personnel Committee meeting notes from March 30, 2026. She reviewed their discussions on trustee absences, nepotism, salaries and benefits, and succession planning.

**BUILDINGS AND GROUNDS:** Ms. Brown gave the following report: Ms. Brown reviewed the Building & Grounds Committee meeting notes from March 26, 2026. She reviewed construction grant updates, discussed LSTA grant, cleaning contract for August 1, and parking lot striping. She noted the FOL will be financially supporting the installation of new water bottle refilling water fountains.

**FINANCE AND AUDIT:** Mr. Meyer gave the following report: Mr. Meyer presented the Finance Committee notes from April 9, 2026. Mr. Meyer discussed the timing of opening the bank statements. The 2027 budget meeting will be set for early May, and 2026 budget adjustments should take place in June. The Finance Committee will meet with the Personnel Committee to discuss salary recommendations for 2027. The



Finance Committee will meet with LRP Committee to develop a plan for 2031 when the bond payments for the building will be complete.

**LEGISLATION:** No Report

**OLD BUSINESS:** None

**NEW BUSINESS:** None

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 8:06PM.

The next scheduled Board Meeting is Monday, May 11, 2026, at 7:15pm.

DRAFT