

Seymour Library
Board Meeting
Wednesday, August 21, 2024

Board Attendance:

Libby Caruso (President), Ken Streb (Finance Officer), Mike Andriatch (Secretary), Patrick Pittman (Library Director), Katie Andriatch, Gloria Gustke, Linda Negus, Don Pophal, Helen Wexler, Scott Maar (Sweden rep), Ben Reed (Village rep), Evan Wexler (Clarkson rep), Marianne Virgilio (guest; Foundation rep)

Excused: Kris Sharpe (Vice President)

Meeting called to order at 6:35 pm

Approval of Agenda:

- Ken moved; Katie seconded. Approved unanimously.

Approval of July 17, 2024, Meeting Minutes:

- Ken moved; Don seconded. Approved unanimously.

Finance Report:

- August bill signers: Don and Libby
 - Question on RG&E bill: \$600 gas bill for July seems high; Patrick will discuss with company to see what the issue may be
 - Libby moved, Don seconded to pay bills; Approved unanimously.
- September volunteers to sign: Katie and Mike

President's Report (Libby):

1. No report

Director's Report (Patrick):

1. Summer Reading is over
2. 8,100 door count for July; pre-pandemic level numbers!! Great month all around.
3. Grant in works through DASNY for supplemental grant for restrooms (MCLS process); about \$100K request; should hear by late fall.
4. Two other grants through MCLS and another from Lee Foundation (Chase Bank).
5. Harvard "Spark" intern prepared a series of other small grants.
6. Three work study students requested through SUNY Brockport.
7. Working through tech issues with 3D printer.
8. Hiring a page and a desk clerk.
9. See full Patrick report for month of July (packet).

Liaisons and Committees:

- I. Foundation (Katie): No formal report.

- i. Patrick reported that Mary Rich has relocated and Marianne Virgilio is now serving as President.
 - ii. "After Hours" event for fall is being cancelled. Garden Tour did go very well.
- II. Friends (Libby): No report
- III. Village report: (Ben):
- i. Approved distribution to Library.
 - ii. Arts Festival went well.
- IV. Sweden report (Scott):
- i. Reviewing restroom proposal; voting on it next week.
- V. Clarkson (Evan):
- i. Will review and hopefully approve restroom project at 8/27 meeting.
 - ii. Good Neighbor Day was huge success; 800-1,000 people.
- VI. Facilities & Operations (Don):
- i. Waiting on final restroom approvals from Sweden and Clarkson; will sign contract after approvals.
 - ii. Parking lot work starts Sept. 3; paving on Sept. 10 (Library closed that day).
 - iii. RM Landscaping coming back after 9/1; heavy weed spray; Don meeting with company on Monday to discuss new landscaping plan.
 - iv. Carpet: waiting on two estimates for September meeting.
 - v. Don would like to replace small flag with a more appropriately-sized flag on pole; will check with Vets Club on getting a new flag; also need to update lighting for flag.
- VII. Finance (Ken):
- i. Revenue year-to-date is \$22K over budget, with \$7K of that total in interest.
 - ii. Expenses are \$28K over budget, most related to front-end loaded situations.
 - iii. Funds in P&L from Municipalities being allocated appropriately across 12 months.
 - iv. Schedule for CD renewals staying on target.
 - v. Patrick thinks most CDs come to maturity on 9/23 so need to review timing and renewals; Ken will check.
 - vi. Will discuss new laddering of CDs based on anticipated interest rate reductions.
 - vii. Budget: Patrick reviewed major pieces/highlights; will be presented to Municipalities at 8/27 meeting.
- VIII. Marketing: No report.
- IX. Personnel: No report.
- X. Policies: No report.
- XI. Nominating (Katie): No report.

Other Business:

- None.

Adjournment: 7:50 into Executive Session; Katie moved; Mike seconded; unanimously accepted.
Out of Executive Session at 8:01 pm; motion by Ken, seconded by Don; unanimously accepted.

UPCOMING:

Next Seymour Library Board of Trustees meeting: Wed., Sept. 18, 6:30 pm at Seymour Library