

**Seymour Library**  
**Board Meeting**  
**Wednesday, September 18, 2024**

Board Attendance:

Libby Caruso (President), Kris Sharpe (Vice President), Ken Streb (Finance Officer), Mike Andriatch (Secretary), Patrick Pittman (Library Director), Katie Andriatch, Linda Negus, Don Pophal, Helen Wexler, Scott Maar (Sweden rep), Ben Reed (Village rep), Evan Wexler (Clarkson rep)

Excused: Gloria Gustke

Meeting called to order at 6:31 pm

Approval of Agenda:

- Ken moved; Kris seconded. Approved unanimously.

Approval of August 21, 2024, Meeting Minutes:

- Mike moved; Katie seconded. Approved unanimously.

Finance Report:

- September bill signers: Katie and Mike
  - Question on June landscaping with RM; waiting on answer/resolution
  - Returning additional \$5,000 to Clarkson for payment issue with their funds
  - Katie seconded to pay bills; Approved unanimously.
- October volunteers to sign: Kris and Libby

President's Report (Libby):

1. Libby moved, Don seconded motion for MCLS document of understanding

Director's Report (Patrick):

1. Summer Reading was immensely successful; door count and program counts still up; circulation with auto-renew way up
2. One-day parking lot closure was not an issue; people came next day
3. Truck rodeo on 9/27
4. Other programs off-site while bathroom renovation continues
5. Bill Cluse and Sara Meyers resigning to enjoy full retirement; Josie going off to college; need to fill all
6. Mary Gyra's 25<sup>th</sup> anniversary is Oct. 19; looking at recognition options
7. Staff building effort; "Librarians Run the Library"; off-site and extra training; date TBD
8. Multiple outreach activities in community
9. Work study: 3 students this year; really helps payroll and labor
10. See Patrick's report

## Liaisons and Committees:

- i. Foundation (Katie):
  - i. Meeting next week
  - ii. Marianne Virgilio to serve as President moving forward
  
- II. Friends (Patrick):
  - i. Seeking new members
  - ii. Book sale in October
  
- III. Village report: (Ben):
  - i. New police chief (Paul Wheat) being sworn in Oct. 7
  
- IV. Sweden report (Scott):
  - i. Harvest Festival last weekend was a big success; Kris won the apple pie contest
  - ii. Working toward budget for next year
  
- V. Clarkson (Evan):
  - i. Budget prep as well; concerned about rising health care costs
  
- VI. Facilities & Operations (Don):
  - i. Paving and striping job looks great; done; looking at recognition for Sweden for work; picked up additional spaces, including handicapped spots
  - ii. Bathroom remodel started Monday; mold remediation issue that is being addressed; payments will start Nov. 20; likely complete in December; total is \$187,000; \$157,980 from external sources; Library reserves \$29,020
  - iii. Flooring; two bids (different specs); hope to have formal bids for next meeting; discussed aspects of project, materials, colors, patterns, etc.; shooting for first quarter of 2025; unveiling event after
  - iv. Still waiting on Village to fix light on flagpole; also, flag is likely going to be replaced (10'x15') from national VFW group; will do a nice event for this on Nov. 11
  - v. Heating and cooling issues: meeting being planned
  
- VII. Finance (Ken):
  - i. Discussed current budget
    1. Looked at accounting line and treasurer funds; includes forms and monthly fees
    2. Health insurance rise; not expected to be a significant change
    3. Scott asked about deferred revenue related to Village funds (based on different fiscal year)
    4. CDs: will get more info on Monday for rates on 90-day and 6-month; also will look at Money Market options: NYCLASS
  
- VIII. Marketing: No report.

- IX. Personnel (Kris): No report.
- i. Meeting tomorrow
  - ii. Library Page: Kathryn Sidebotham, \$15.00/hr, no benefits; Up to 8 hours per week; Kris moved, Don, Approved unanimously
  - iii. Library Desk Aide, Lucia Bella Viola (preferred name Bella), \$15.34/hr, no benefits, Up to 10 hours per week; Kris moved, Don seconded, All approved
- X. Policies (Kris): No report.
- XI. Nominating (Katie): No report.

Other Business:

- None.

Adjournment: Motion by Mike, seconded by Don; unanimously accepted at 7:31 pm.

**UPCOMING:**

*Next Seymour Library Board of Trustees meeting: Wed., Oct. 16, 6:30 pm at Seymour Library*