

Seymour Library Board of Trustees
Meeting minute June 18, 2025

I. Call to Order and Attendance

Meeting called to order at 6:30;

Attendance: D Pophal, K Sharpe, L Negus, P Pittman, K Streb, L Caruso, K Kosior, J Pruss

Excused: H Wexler, G Gustke,

II. Guests/Public Comments: S Maar, B Reed,

III. Action Items:

1. Adoption of Agenda: Motion to adopt agenda by 1st K Sharpe, 2nd L Caruso . Motion passed unanimously.
2. Approval of Minutes: motion to approve meeting minutes of May 2025 by 1st D Pophal , 2nd L Negus. Motion passed unanimously.
3. Finance Report:
 - a. June bill signers: LNegus, D Pophal
 - b. Volunteers to sign in July : K Kosior, K Streb
 - c. Motion to approve bills to be paid: 1st L Caruso 2nd D Pophal. Motion

passed unanimously

IV. Reports/Discussion Items:

1. **President's Report:** Nancy P. Library bookkeeper retirement party to be held June 24th at the Library.
2. **Director's Report:** P Pittman
 - Trend data is proving beneficial
 - Programming and building usage continues to increase
 - Computer upgrades were accomplished and meeting compliances
 - Motion to accept Joseph Rippey Trust for general operational funds in the amount of \$5000: 1st motion: K Sharpe 2nd L Caruso. Motion passed unanimously
 - Narcan to be placed in the Library in order to be in compliance with NY Public Law
 - Library Operations Committee created: to address signage, directions within Library
 - Working on a flow chart with explanation of purpose for donations to the Library directly, Friends or Foundation.
 - Thursday June 26 Summer Reading Kick-Off 5:00-7:00 pm
3. **Liaison and Committee Reports:**
 - **Friends:** No report provided
 - **Foundation:** No report provided
 - **Village Report:** B Reed: Election completed, B Reed elected Mayor
 - **Sweden/Clarkson Report:** S Maar: Water projects continue

- **Facilities:** D Pophal: Prioritizing projects: flooring, landscaping, new entry way doors, updated security system, HVAC
- **Finance:** K Streb: Review of CD's and current finances. No concerns presented
- **Marketing/ Strategic Planning:** K Sharpe: Review of current Long Range Plan review, goal to complete and provide to the Board by the July meeting for feedback in order to approve at the August Board meeting for presentation to the Municipalities at the combined meeting
- **Personnel** L Negus: Motion to create a Full Time Senior Library Clerk position through civil service, 1st Motion L Negus, 2nd K Streb. Motion passed unanimously.
Motion to appoint Nicole Ferrara to the Full Time Senior Library Clerk position at \$18/ hour with start June 30th. 1st Motion L Negus, 2nd K Streb. Motion passed unanimously.
Motion to appoint Beth Woodruff to Librarian 1 position, 20 hours a week at \$24.05/hour. 1st Motion L Negus, 2nd L Caruso. Motion passed unanimously
- **Policy:** K Sharpe: No report
- **Nominating Committee:** No report

Motion to adjourn at 7:45 pm 1st motion K Sharpe, 2nd L Caruso Unanimously approved.

Next meeting July 16, 2025 at 6:30 pm