

Seymour Library Board of Trustees

Meeting Minutes September 17, 2025

I. Call to Order and Attendance

Meeting called to order at 6:31PM

Attendance: K Kosior, L Negus, P Pittman, D Pophal, K Sharpe, K Streb, H Wexler,

Excused: L Caruso, J Pruss, G Gustke

II. Guests/Public Comments: Scott

III. Action Items:

1. Adoption of Agenda:

Motion to approve adoption of September 17, 2025 agenda

- a. 1st K Sharpe
- b. 2nd D Pophal
- c. Motion passed unanimously.

2. Approval of Minutes:

Motion to approve meeting minutes of August 20, 2025

- a. 1st K Streb
- b. 2nd K Sharpe

Motion passed unanimously.

3. Finance Report

Motion to approve bills to be paid

- a. 1st K Sharpe
- b. 2nd K Streb
- c. Motion passed unanimously.

September Bill Signers: L Negus, K Kosior

Volunteers to sign bills in October: K Sharpe, H Wexler

IV. Reports/Discussion Items:

1. President's Report (L. Negus, sitting in for L Caruso): L Caruso is out ill, and did not provide anything in particular, although asked us to look over the long-range plan before approval in November. The document's strength is in its flexibility and ability to be built from in the future.

2. Director's Report (P. Pittman):

Summer reading is ended, surveys are out now. 162,724 minutes read by children; attendance and volunteer opportunities for middle and high school students increased. People would like more programs, but staff feels they are at the top of what they can do at present. Age 6-11 is especially happy with the program. More feedback coming.

Building usage is up, on track for 5-7% increase. People are moving to a more digital platform for their reading—circulation of physical items is down 500 in the past month. Cost of e-books is skyrocketing (14 books for \$768, and after a lease period of 12-24 months, we no longer own those books and would have to re-purchase). Seymour allocates 10% of its budget to e-materials, but we have been looking to Central Library to purchase more. MCLS had to cut their budget significantly this year. For now, we have grant funding but will have to re-evaluate. Patrick is looking at alternative models.

Patrick has talked with a new insurance agent, Stewart Agency, who is willing to come and do a presentation to the board with a new quote.

Server is being replaced next week by techs from Monroe County. Library will have a delayed opening on September 24 for training Seymour staff on the pilot program for MyFi packs to be checked out to patrons. October 4, Star Party with Rochester Museum and Science Center. October 15, outreach event at high school. October 22, outreach event for SUNY educators.

3. Liaison and Committee Reports:

- Friends: No report
- Foundation: October 4 is the After Hours event at 7PM, at the same time as the star gazing event.
- Brockport Village Report: No report
- Sweden Report (S Maar): Town is into budget season.
- Clarkson Report: No report
- Facilities (D. Pophal): Christine Vargas of Vargas Associates came in to look at a quote for a space utilization study. Lots of discussion, hope to have estimate by next board meeting. Demco can also come out and do it, but we will have to sit through a presentation with them.
- Finance/Budget (K Streb): Committee went over a project list to present to the board on upcoming projects. \$552K in CD's, savings, and checking. Out of that, there's about \$315K that is not operating funds, closing in on our goal of \$350K. P&L shows we are \$92K to the good, owing to the system's cost share. Electric bills are going up significantly over last year.
- Marketing/ Strategic Planning (K Sharpe): No report; pavilion update: Town of Clarkson is putting in the base, unlikely it will be in by October 4. Official ribbon cutting will take place at a later date, per the request of the donors.

- Personnel (L Negus): No report
- Policy (K Sharpe): Up to date on all policies; met with Patrick to start review for 2026. Time to get ahead of 2026 and 2027 policies. Time to discuss naming policies for donations
- Nominating Committee: No report; they WILL need to meet. Timeline: present slate in October; vote in November. Organizational meeting in November. D. Pophal will get together on steps forward.

Motion to adjourn at 7: pm

1st K Streb

2nd H wexler

Motion passed unanimously.

Next meeting October 15, 2025 at 6:30 pm