

Seymour Library Board of Trustees

Meeting Minutes January 21, 2026

I. Call to Order and Attendance

Meeting called to order at 6:32pm by L Caruso

Attendance: L Caruso, G Gustke, K Kosior, L Negus, P Pittman, D Pophal, K Sharpe, H Wexler

Excused: K Streb, J Pruss

II. Guests/Public Comments:

III. Action Items:

1. Adoption of Agenda:

Motion to approve adoption of January 21 2026 agenda

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

2. Approval of Minutes:

Motion to approve meeting minutes of December 17, 2025

- a. 1st K Sharpe
- b. 2nd D Pophal

Motion passed unanimously.

3. Finance Report

Motion to approve bills to be paid

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

January Bill Signers: K Sharpe, L Caruso

Volunteers to sign bills in February: L Negus, H Wexler

IV. Reports/Discussion Items:

1. President's Report (L. Caruso)

- a. Carol from the Foundation was hoping to come this evening. She is the president for the next year. They have new board members and are in a transition period. Meeting upcoming on Monday to discuss where to go from here.

2. Director's Report (P. Pittman)

- a. Patrick is starting on the annual report now that the year is over.
 - i. Hit the 5% increase mark on building usage
 1. Increase in requests for study and meeting rooms
 2. Increase in requests for children's programming (19% increase in attendance in that programming)
 3. Resurgence in teens and tweens using the library
 - ii. Challenge to make the YA section more usable and appealing to teens
 - iii. 3% increase in items circulated
 1. Median across the county is 5%; Seymour falls in the bottom third
 - a. Patrick is looking at why it isn't higher (# of copies, titles, high interest materials, do we need more electronic titles?)
 - iv. Programming remains strong
 1. Some of the best performing days are the holidays (MLK, President's Day, etc) as people are looking for something to do while off work and school
 2. Upcoming programs include dance, Bruce the Bear, and a civics lecture on civil discourse
 - v. 2026 Projects upcoming
 1. Website needs to be ADA Compliant by 2027
 - a. Received one quote for \$13,000 from company doing other libraries' websites
 2. E-rate
 - a. Update to WiFi routers (almost no cost due to E-rate)
 - b. Upgraded security cameras (could be supplemented by grant funding)
 - i. Worth looking for grant; Patrick will look around for possible sources and camera sources
 - c. Need ADA compliant ramp
 - vi. Programming increases—Patrick is looking at 5% increase in 2026, particularly in adult programming librarian led
 - vii. Request from Staff for consideration: New office chairs
 1. Roughly one dozen
 2. Chairs are roughly 8 years old and falling apart

3. Liaison and Committee Reports:

- Friends: Sweet Reads is their Valentine's Day fundraiser, which runs January 29-February 13; candy and books for sale

- Foundation: See President's report
- Village Report (W. Dunham): Village is considering different options for the courts; closing on some grants, finalizing boat house permit
- Sweden Report (S Maar): Open house on proposed roundabout on 31 and Redman Road a couple of weeks ago; last week the town meeting had a presentation on the story trail, will be discussed in near future meetings. A little follow up on logistics and funding is needed.
- Clarkson Report (T Guarino): Not present
- Facilities (D Pophal): Vargas Associates came in and measured on January 7 for all spaces. Kristine says they expect to have visuals for children and teen areas for next month's meeting.
- Finance/Budget (H Wexler): Year end, did two accruals for expenditures (MCLS cost share and NYS Retirement). Initial reports came out, but they need to be corrected. We are over about \$14,000 in payroll, but also over in revenue. Monthly balance sheet: decrease in insurance, but we do want to keep \$250,000 in the bank; right now we are holding moving money until a new treasurer is set up with Clarkson.
- Marketing/ Strategic Planning (K Sharpe): Committee will review results of last long-range plan; should get working on community survey
- Personnel (L Negus): Nothing new to report; per Patrick Pittman, Ella will be going out on maternity leave next month
- Policy (K Sharpe): Nothing new to report
- Nominating Committee (G Gustke): Nothing new to report

Patrick would eventually like some sort of assistant to help manage many of the upcoming projects he's working on; this is long term, over the course of a year. The assistant could potentially be an intern as a short-term solution.

Motion to adjourn at 7:25 pm

1st D Pophal

2nd K sharpe

Motion passed unanimously.

Next meeting February 18, 2026 at 6:30 pm