

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