

# Seymour Library Board of Trustees

## Meeting Minutes March 18, 2026

### I. Call to Order and Attendance

Meeting called to order at 6:31PM by L. Negus

Attendance: K Streb, K Kosior, L Negus, P Pittman, K Sharpe, H Wexler, J Pruss

Excused: L Caruso, D Pophal

### II. Guests/Public Comments

1. Lisa Marou, CPA
  - a. Presented 2025 operating budget results

### III. Action Items:

1. Adoption of Agenda:

Motion to approve adoption of March 18, 2026 agenda

  - a. 1<sup>st</sup> K Streb
  - b. 2<sup>nd</sup> K Sharpe

Motion passed unanimously.

2. Approval of Minutes:

Motion to approve meeting minutes of February 18, 2026

  - a. 1<sup>st</sup> K Kosior
  - b. 2<sup>nd</sup> K Sharpe

Motion passed unanimously.

3. Finance Report

Motion to approve bills to be paid

  - a. 1<sup>st</sup> H Wexler
  - b. 2<sup>nd</sup> L Negus
  - c. Motion passed unanimously.

March Bill Signers: L. Negus, H. Wexler

Volunteers to sign bills in April: K Streb, H Wexler

### IV. Reports/Discussion Items:

1. President's Report (L. Negus)
  - a. Attended Monday Friends meeting; their book sale is April 16-18 and they will be looking for volunteers. They will have their fabric and yarn sale on

June 6. They will take donations of those items as well as related materials (hooks, needles, etc.)

2. Director's Report (P. Pittman)

- a. Increase in building usage in February
  - i. The big peaks are centered around school breaks
    1. High interest/attendance: Crunchy Sam's Reptiles and Invertebrates and Sanofka African Dance ensemble (roughly 70 each); 3D Printing class and Bruce the Bear storytime (20+ at each program)
  - ii. As we come up on additional breaks, we likely see additional attendance; May should provide a little downtime
- b. NYS Library has not opened their portal yet, so our annual report will be late; they are due mid-April
- c. Patrick on vacation beginning March 30
- d. Starting community survey; it seems to be going well, and hopefully can be launched after summer reading
- e. Financial report and usage report looks good; upcoming projects look positive

3. Liaison and Committee Reports:

- Friends: See President's report
- Foundation: Foundation will meet in April and will be on an every other month schedule as a board; 5 active committees are meeting (2 fundraising for this year; 1 future fundraising planning; 1 is marketing/communications; 1 nominating committee); lots of new members, exciting time and good energy and enthusiasm
- Village Report (W. Dunham): Not in attendance
- Sweden Report (S Maar): Small fire at community center in February, no injuries, small amount of damage to gym floor; looking for a code enforcement officer; looking for a new assessor (shared position with Clarkson); renewed agreement with Hamlin for the kennel; water district was formally agreed to and passed
- Clarkson Report (T Guarino): Applying for a grant for sidewalks on Lake Rd as part of long term planning and another for solar powered speed warning signs; May 4 is a multi-golf set up at Kimball Park (frisbee, soccer, and larger golf clubs). Will be a full 18 holes, should be completed in May with markers, obstacles, etc. Rabies clinic May 7 5:30-7:30 by appointment with Clarkson Town Hall; Good Neighbor Day August 14
- Facilities:
  - Report from Vargas and Associates sent out earlier this week; she will attend our meeting next month; the price tag is \$1.3 million but the children's room space would be completely transformed. Grant

applications have been sent to Congressman Morelle. Successfully obtaining the grant will allow for us to make plans moving forward. Options for the teen area and a makerspace were also provided.

- There is also a landscaping proposal, which includes pesticides and mowing. There is time to potentially put it out for bid thanks to the weather.
    - There has been one community complaint about the types of pesticides used, which has precluded that individual from coming to the library. The library director and library has not engaged in any malicious activity using pesticides/herbicides
      - Potential work around would be to advise the community when said pesticides would be applied and a safe timeline of when it will settle
    - It would be nice to see if there are other options for possibly better service, as there is a sense that they are not providing optimal service and their price is increasing this year
- K. Streb put forth a MOTION to put a bid out that would include lawn care and shrub care. Second by L. Negus. Passed unanimously.
- Patrick will put the bid out
- Finance/Budget: Nothing beyond what has already been discussed
  - Marketing/ Strategic Planning: Survey is progressing nicely; appreciate all the responses to the initial draft. Committee will meet again in April and discuss a timeline to get it out.
  - Personnel: Motion to retroactively approve the hire of Ava Drew as part time circulation clerk up to 15 hours per week at \$16.35/hr. Hired March 2, 2026.
    - 1<sup>st</sup> L Negus
    - 2<sup>nd</sup> K Streb
    - Passed unanimously
  - Policy: We have a bunch of policies due this year to be reviewed.
    - Board of Trustees Conflict of Interest policy (100-5) and we will all sign a pledge to abide by it in April. Language is all up to date.
    - Posting of Library Job Announcement Policy (300-2). Last approved in 2021 and it is still up to date and accurate.
    - Record Retention, Recovery, and Destruction Policy (200-2), remains the same.
    - Sale or Disposal of Surplus Library Property (400-4), remains at the director's discretion. Items of potential historic value would be appraised.
    - Credit Card Policy (400-5) provides restricted use of a credit card to director, librarians, and clerks. All charges must be reviewed by director;

documentation of expenditures must be retained. There is no language in there regarding removing someone from the card. Process for removal was discussed.

- Motion for policies 100-5, 200-2, 300-2, 400-4, and 400-5 be reviewed for March 2026 and approved by K Sharpe; Seconded by L Negus; Unanimous approval

- Nominating Committee:

Motion to adjourn at 8:04 pm

1st L Negus

2nd H Wexler

Motion passed unanimously.

Next meeting April 15, 2026 at 6:30 pm