

# Seymour Library Board of Trustees

## Meeting Minutes April 15, 2026

### I. Call to Order and Attendance

Meeting called to order at 6:30PM by L Negus

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

Excused: L Caruso

### II. Guests/Public Comment

Report from Kristine Vargas Associates on conceptual design for children's room, teen area, and meeting space

### III. Action Items:

1. Adoption of Agenda:  
Motion to approve adoption of April agenda
  - a. 1<sup>st</sup> D Pophal
  - b. 2<sup>nd</sup> L Negus
  - c. Motion passed unanimously.
2. Approval of Minutes:  
Motion to approve March meeting minutes
  - a. 1<sup>st</sup> K Sharpe
  - b. 2<sup>nd</sup> H WexlerMotion passed unanimously.
3. Finance Report  
Motion to approve bills to be paid
  - a. 1<sup>st</sup> K Sharpe
  - b. 2<sup>nd</sup> K Streb
  - c. Motion passed unanimously.

April Bill Signers: H Wexler, K Streb

Volunteers to sign bills in May: K Sharpe, D Pophal

### IV. Reports/Discussion Items:

1. President's Report (L. Caruso)

Welcome to Don Roberts, Deputy Mayor trustee for the Village

Dr. David Newman will be a new trustee for the village of Brockport, will begin attending next month.

The book sale is going on through Saturday.

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

Fewer service hours in March with lower building usage just for the month.

Programs are very well attended. Birding programs are ongoing. Homeschool hour remains well attended. School visit season is upon us and are off to a robust and engaged start.

NYS Annual report has been completed and is being reviewed by MCLS. Once approved, the report will go out to the municipalities.

Summer reading upcoming. Theme is "Unearth the Story".

Looking for FY 2025 audit to be completed. Community survey ongoing. Looking at making 2027 budget in the coming months. Cost of MCLS is rising and they will be looking for a 5% contribution next year.

Small water heater for the kitchen had a catastrophic failure, we had to pay for it, was not the responsibility of the municipalities.

## 3. Liaison and Committee Reports:

- Friends:
- Foundation:
  - They meet Monday 4/20 at 4:30. Nothing else to be reported
- Village Report (D. Roberts) :
  - Nothing to report
- Sweden Report (S Maar):
  - MOU for story walk has not been developed. There was some confusion about who would create it and then it will need to be approved before the project moves forward. Patrick has not received any correspondence on this, so this will all be hammered out.
  - The board discussed the joint operating agreement and how the treasurer changes every 2 years and S. Maar suggested moving to every 3 years. The town of Sweden was in favor of looking at that suggestion. Might have been set at 2 years because the supervisor changes every 2 years. This would relieve some of the paperwork requirements.
- Clarkson Report (T Guarino):
  - Nothing to add
- Facilities (D Pophal):

- Yard mowing: We got five bids. Two are disqualified due to being unlicensed to spray. In order to provide notice of spraying for concerned patrons, it was recommended to put a notice on the Seymour website and put signs up on the doors. Facilities committee made the decision to hire Yard Daddy for the 2026 season for \$8940, per the procurement policy.
- Discussion on report from Vargas Associates will take place at next month's meeting
- Finance/Budget:
  - Everything looks good on the latest reports.
  - NYS reimbursement for bathroom work appears to have been approved but has not yet been received. There are some other outstanding grants.
- Marketing/ Strategic Planning:
  - We will need to get working on the community survey
- Personnel:
  - Staff Day was great—they went to MAG on their bus and learned about how their collections staff worked
  - Approve retroactive hiring for Eden Veliz, hired 3/27 at \$16.35/hour as an on-call clerk. Motion: D. Pophal, Second K Streb. Approved unanimously
- Policy:
  - Several policies were reviewed the other day. Internet Use and Safety, Program, Gifts to the Library policies appear fine. No changes were needed.
  - Director Succession Policy was reviewed and updated. The verbiage was cleaned up.
  - Motion to approve: K Streb, 2<sup>nd</sup>: L Negus, approved unanimously
- Nominating Committee:

Motion to adjourn at 8:11 pm

1<sup>st</sup> D Pophal

2<sup>nd</sup> K Streb

Motion passed unanimously.

Next meeting May 20, 2026 at 6:30 pm