

Seymour Library Board of Trustees

Meeting Minutes May 20,2026

I. Call to Order and Attendance

Meeting called to order at 6:30 pm by K Sharpe

Attendance: D Newman, L Negus, P Pittman, K Sharpe, D Pophal, L Caruso, T Guarino, C Gravetter, K Kristansen, J Pruss

Excused: H Wexler, K Kosior, K Streb

II. Guests/Public Comment

K Kristansen from the Seymour Foundation spoke about the Foundation After Hours Event and fundraising initiatives to be held Oct 17, 2026.

III Action Items:

1. Adoption of Agenda:

Motion to approve adoption of May agenda

- a. 1st motion K Sharpe
- b. 2nd L Caruso

Motion passed unanimously

2. Approval of Minutes

Motion to approve April meeting minutes

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

Motion passed unanimously

3. Finance Report

Motion to approve bills to be paid

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

Motion passed unanimously

May Bill Signers: K Sharpe, D Pophal

Volunteers to sign bills in June: K Sharpe, L Caruso

IV Reports/Discussion Items:

1. President Report: (L Caruso) No report

2. Director's Report (P Pittman)

Building usage numbers has slightly declined despite positive responses to programming

Annual Report submitted with updates to Board of Trustee terms

Summer Reading Kick-Off June 25th with Pavilion Ribbon Cutting occurring at 5:00pm.

Signage updates occurring throughout the library for more clear directions and guidance

Story Walk MOU provided to the Library Board for review

Motion to direct the Library Director of the Seymour Library enter to and sign the MOU with the Town of Sweden regarding the Storybook Path at Sweden Town Park

a. D Newman

b. K Sharpe

Motion passed unanimously

3. Liaison and Committee Reports:

- Friends: (L Negus) reports: starting the membership drive in June
- Foundation: (C Gravetter) reports: After Hours Event in Oct is primary focus and annual appeal will occur in the fall.
- Clarkson Report: (T Guarino) reports: town events including shredding event, rabies clinic with positive response
- Village/Sweden: No report provided
- Facilities: (D Pophal): reports: Yard Mowing in progress. Facilities meeting to discuss next steps in regard to the Children's Room renovation. Waiting on response to grant request from NYS
- Finance: (P Pittman)

Motion to approve 990 Tax Form for 2025

a. 1st L Caruso

b. 2nd D Pophal

Motion passed unanimously

Motion to engage MMB to complete our 5 year financial audit, up to \$15,000

a. 1st D Pophal

b. 2nd K Sharpe

Motion passed unanimously

- Marketing/Strategic Planning (K Sharpe) reports: Review of the Community Survey with launch in fall of 2026. Board members are encouraged to provide additional feedback and suggestions
- Personnel: Motion substitute Library Circulation Clerk at \$16.35/hr no more than 15 hours/week Arianna Ferrara, hire date May 4, 2026.
 - a. 1st D Pophal
 - b. 2nd K Sharpe

Motion passed unanimously

- Policy: (K Sharpe): Conflict of Interest distributed and signed by all Board members

Motion to adjourn at 7:58 pm

1st L Caruso

2nd K Sharpe

Motion passed unanimously

Next Meeting: June 17, 2026 pm