Seymour Library Board of Trustees
Meeting Minutes August 19, 2026

I. Call to Order and Attendance

Meeting called to order at 6:33PM by Libby Caruso

Attendance: K Kosior, L Negus, P Pittman, H Wexler, L Caruso, D Pophal, K Streb, J Pruss
Excused: K Sharpe, D Newman

II. Guests/Public Comment

III. Action Items:

1. Adoption of Agenda:
   Motion to approve adoption of August agenda
   a. 1st K Streb
   b. 2nd L Negus
   c. Motion passed unanimously.
2. Approval of Minutes:
   Motion to approve meeting minutes of July
   a. 1st L Caruso
   b. 2nd L Negus
   Motion passed unanimously.
3. Finance Report
   Motion to approve bills to be paid
   a. 1st L Caruso
   b. 2nd H Wexler
   c. Motion passed unanimously.

   August Bill Signers: H Wexler, L Caruso
   Volunteers to sign bills in September: L Negus, K Kosior

IV. Reports/Discussion Items:

1. President's Report (L. Caruso)

   Received proposal from Livingston Associates. Discussion on timelines and whether or not the Foundation should participate in the sessions. The

Foundation would be included and including them would give us an opportunity to collaborate.

Motion: L Caruso makes a motion to approve up to two Facilitated Strategic Board Sessions, Presentation of Outcomes from Board Sessions, and Campaign Strategy Development. Second by D Pophal. Unanimous approval.

Timing for strategic board sessions: Should be dependent on outcome of community survey, which will go out in waves from now till after Labor Day. This should allow us to come up with a more consolidated plan for where we are moving forward with conceptual projects. Propose to meet on September 23rd after work hours. Patrick will reach out to Livingston to see if that date will work for them. Meeting will take place off site. Details to follow. A second meeting could be scheduled as needed.

2. Director's Report (P. Pittman)

Lauren, head of Youth Services, spoke about summer reading. 325 kids registered with 287,864 minutes of reading (100,000 more minutes of reading than last year). The staff doubled the number of prizes so more kids could win. 119 teens/tweens (ages 10-18) participated and turned in 189 reading logs. Both exceeded expectations. Adults read 650 books. Hope to maintain the level of engagement for next year. Overall participation is higher, and recurring participation is higher as well.

The contractor for the charging station was due to come in and start digging for the cable, but there was no permit. This led to additional questions about the project, so this is on hold for the time being pending further clarification.

Until we have understanding from the municipalities about repayment, charging, permits, maintenance, and revenue, the library is putting a hold on this project.

Tri Municipal Presentation will be September 8 at 7PM in Duryea Room. Who should attend? Representatives of the Friends and Foundation should feel welcome to attend.

Grant for $10,000 from Suzanne Lee trust to renovate Teen Scene. Motion to accept this grant with restriction by K Kosior; second by K Streb. Carol from the Foundation sees this moving in a positive direction. This would join a different donation of $10,000. Motion passes unanimously.

There is a piece of property in Walworth under local trust and is now under testamentary trust. 75% of the property value has been left to the Seymour Library. That is in the offing.

We will get a bill for replacing WiFi access points in the building. The bill will be $1000 and paid to Monroe County Library System.

3. Liaison and Committee Reports:

- Friends: No representative
- Foundation (Carol): The foundation is meeting next week. After Hours will be October 17th from 7-10PM to raise funds for upcoming projects. Please attend and bring a friend. Tickets can be purchased online.
- Village Report (W. Dunham):
- Sweden Report (S Maar): Village and the town of Sweden is having the 250th celebration downtown this weekend.
- Clarkson Report (T Guarino): Not in attendance
- Facilities: Don reached out for 3 estimates for splits for the Duryea Room. Lowest estimate was $9666 and highest was $32,554. Patty will usher that through the municipalities. Further discussion took place about the HVAC system and need for a total replacement. Suggested we hire an engineering firm to define what needs to be done and then have that taken out for a quote. The cost would fall upon the municipalities.
  The RFP was passed along to everyone via email. The facilities team met this week and drafted a change to encompass the whole library. The proposed RFP includes at timeline and range of money we can possibly raise. Committee feels we should put it forth to see what comes back. Motion D Pophal/Second from K Streb. L Caruso suggests pushing back the timeline and putting forth a possible budget. D Pophal did some preliminary research at has found roughly 15% should go to planning. Goal is to start January 1 at some point so that the library is ready for summer reading. Suggestion from L Caruso is that the staff provides input at September 16 board meeting to the full board. Then we can discuss it as part of the larger discussion at the September 23 retreat. New dates would be pushed back one week. RFP will be published on Tuesday, September 8, the pre conference would be held on September 16, proposals will be due on September 22nd. Start of construction will not move. Motion passes unanimously.
- Finance/Budget: Budget was reviewed for 2027. Motion by K Streb to present the budget to the municipalities. Second by L Negus. Motion passes unanimously.
- Marketing/ Strategic Planning: Looked at the survey briefly
- Personnel: Moved to executive session

- Policy: Nothing
- Nominating Committee: Nothing

Motion to adjourn at 8:43PM pm
1st H Wexler
2nd K Streb
Motion passed unanimously.

Motion to enter executive session: L Caruso/2nd L Negus. The board then entered into executive session until 8:49PM.

Next meeting September 16 at 6:30 pm