

The Community Library Board of Trustees Meeting

April 28, 2026

Call to Order: President Becky Leggieri noted that a quorum was present and called the meeting to order at 4:10 p.m.

Present: Becky Leggieri, Denise Klug, Tanja (Tania) Konwinski, Catherine (Cathie) Ryder, Julia Walter, Cindy Barton, Linda Carpenter (Treasurer), Kim Zimmer (Library Director),

Excused: Pat Adams, Nathan, Davis Virginia (Ginny) Downs, Liz Hackney,

Guests and Public Comment: Colleen Mahar, board candidate for May Ballot.

Minutes: The Minutes of March 24, 2026 Board of Trustees meeting were reviewed, however because 2 of the 6 members present today were not here for that meeting, and because 4 members were excused today, there was not a quorum to approve the minutes. This will be addressed again at the next meeting in May.

Communications: none noted

Presentation of the Bills: Cathie made the motion to approve the bills as presented, Julia seconded and the motion passed. This was done out of usual order to accommodate the anticipated departure of Denise to be before the end of the meeting.

Director's Report: Kim gave an overview of her written report, highlighting the following: The Spring Symposium will be in Middleburgh on May 6. Several board members have signed up to attend. Payroll issues with Intuit system have been remedied, but we are looking into alternate systems that may work better overall. Kim reported that the steps/ramp for the side entrance to the renovation space has been approved by the historic district review commission. Bid packets will go out to contractors in the next couple of weeks. The HDRC realizes that we will need to replace the roof but would like some samples/ideas of what the roof would look like to be in keeping with historic profile before we undertake that project. The Annual Report is forthcoming and will be put to vote by the board next month. She has been working with Courtney for Emergency/Safety planning and flip chart guidelines. Emergency plan has gone through the County and will be reviewed by Building and Grounds and then shared with the entire board. Kim reminded board members to vote for the Tiny Art project. The FOIL request is still pending for Annual report numbers to be provided by Lynne in the near future. Brooke D'Angelo is doing well with her new role on library staff and has great ideas for summer reading programs. Notes that volunteers are helping with some programming (Leggos) and wants to review insurance coverage for volunteers helping in official capacity with programming. Kim highlighted the increase in the numbers of school children using the library via their SORA card and noted the total March circulation increase over last year indicating more librarians available for programming and consultation.

Friends: Kim Walchko reported they gave \$1000 to support Battle of the Books, \$3000 given for Summer Reading Program. Thank you! A photo was taken with a Big \$3000 Check for publicity purposes. Trivia continues to go well once a month (about 20 attended in April). The basket raffle will be Sept 19. She urged board members to participate by supplying baskets. The next Friends meeting will be May 2 at 10:15 followed by a meeting for the Fall Basket Raffle. They have completed their spring newsletter and attended the Maple Festival and spoke with more than 40 people about the Friends and also gave away T shirts and Library bags via a free drawing. They will have their officer elections in June.

Treasurer's Report: Linda Carpenter reported that we are making progress on the financial statements, but that there are several errors that still need to be corrected and that the reports were received just a couple of days before this meeting making corrections impossible to do before this meeting. The banking account balances appear correct and the bills are being paid, however the reports still need to be tweaked for accuracy of all information and balances.

Committee Reports:

Finance: Payroll issues from earlier in the month are being addressed and appear to have been corrected. The school budget and library budget vote will take place in May. All information has been provided to the School for inclusion on the ballot.

Building and Grounds: Kim continues to work with the boiler repair company to get the boiler repaired with the correct parts but there was a delay due to the need for paperwork for prevailing wage to be completed by the company. Tanja is creating a building maintenance and punch list that will be shared with the board when it is reviewed in committee. Discussion took place regarding the criteria to be met in regard to any grounds work to be done in regard to bidding the work or just awarding it. More information will be reviewed but it appears that anything in excess of \$20,000 at a time would need competitive bidding. AC damage from ice still needs further assessment. B&G will discuss possibility of opening insurance claims for boiler and AC to see if they can be covered under our policy. Next meeting is first Thursday of May at 4:30 PM.

Personnel: Julia reports that the committee will be meeting in May.

Policy: Review of Policy continues per the NYS regulations: Code of Conduct, Financial Controls. The Policy tracker has been updated.

Board Development: We have 3 candidates on the Ballot: Nathan Davis, Tania Konwinski and Colleen Mahar. The committee is working on an evaluation/inquiry tool to help to identify the unique skills, qualifications, contacts and interests of the Board. This will be forthcoming to all via e-mail. Their next meeting is May 22 at 11 AM.

Long Range Planning: Wade has sent back preliminary documents, but committee has not had time to review them together yet. We are also working on a graphic to illustrate the renovation project key initiatives and to beef up our foundation of documents to include Core Values and Key Strategic Initiatives to add to our Mission and Vision statements. Thank you to all for your input and for your patience as we pull this information all together. The LRP will meet the first Tuesday in May at 3 PM.

Unfinished Business: There was no unfinished business.

New Business: MVLS Spring Symposium, May 6 at 2 PM, Middleburgh. NYCON membership appears to have potential value in helping with Grant Station access, Board Strong, Financial Planning, Fund Raising and even insurance. Kim is exploring what it has to offer and sharing with a few board members to be able to check it out. MVLS helps to pay for NYCON. Early Voting will be taking place from June 13 to 21 and Kim will make a schedule of times where board members can come to be present in the building during the voting times that the Library is not "open". Board assistance is appreciated in advance! Kim shared a pamphlet with Bios for the board candidates and library information to be used as informational for the public for the school budget and library Tax vote.

Adjournment: Motion made by Cathie, second by Tania, all in favor at 5:45 PM

Next Meeting: The next regular meeting is set for May 26, 2026 at 4 p.m.

Respectfully submitted, Cynthia Barton, Secretary, Board of Trustees