



**Board of Directors  
Regular Meeting Minutes  
Tuesday, June 10, 2025**

**Officers Present:** President Dave Hempson, Vice President Katie Armijo, Secretary Kathryn Carlson, Treasurer Maura Molnar

**Trustees:** Manny Arroyo, Kristin LaBeau, Karen Bedard, Ralph DeMasi, Jennifer Feeney, Susanne Guske, Bob Lotkowictz, Stephen McClintic, Larry Palmieri, Cristina Pietropaoli, Amy Rolleri, Paul Torrisi, Jr.

**Staff:** Library Director Nickie Marquis, Assistant Director Andea Snyder

**Absent:** Meghann Sandak

**Members of the Public:** Fundraising Director Erin McCormack

**Call to order at 6:47 pm**

**Public Comment Period** – none

**Approval of the Minutes** – Minutes from the May 13, 2025 regular board meeting were approved.

**President's Report**

President Hempson thanked the Skaneateles Garden Club for the beautiful landscaping they have done around the Library and the Barrow Gallery. He reported that the Strategic Planning Committee had met and is working on a survey to identify needs the community may have for the library services.

He reviewed the need for the Library Board to address the existence of two Skaneateles Library Association corporations registered with the state. In 1877 the Skaneateles Library Association was first incorporated as a not for profit corporation by the New York Department of State. In 2009, when the library decided to join the Onondaga County Library System (OCPL), it was required that we obtain a charter from the NYS Department of Education Board of Regents, which created a new not for profit education corporation. Normally, the first corporation would be dissolved as part of the chartering process, but that wasn't done. NYS Education Law §223 allows for the consolidation or merger of corporations chartered by the regents, so we will pursue the merger, with the 2009 education corporation as the surviving corporation.

**Director's Report**

Library Director Marquis referred the trustees to her report and said she had no additions. She mentioned the need to eliminate the Library's holds pickup locker at the Community Center, since it is old, broken and a replacement would be very expensive. It does not get a lot of use. There was discussion about its value as an advertisement for the library. Director Marquis will look into the possibility of placing some other form of library information at the same location.

Treasurer Molnar reminded trustees that the book sale is next month. Friday hours have been reduced. Extra parking locations will be explored. A sign-up list was circulated and will be sent electronically at a later date.

Assistant Director Snyder updated the trustees on the summer reading program called "Reading Dragons and Friends". It involves collecting game cards for reading and using them in competitive games with other readers. All ages are able to participate. The activity opens June 30 and continues to August 31. There is a "Meet the Illustrator (Jeff Harter)" event on July 24 at 3:00pm.

### **Financial Report**

Treasurer Molnar thanked everyone for getting out the vote on May 20. The Tax levy proposition passed with a 67% yes vote. This is the 8<sup>th</sup> month of the fiscal year and there is nothing out of the ordinary to report. The check fraud situation from last month is resolved with no financial loss to the library. Professional services are over budget due to the work on the separation agreement. Investments are up a bit. Everything else is within budget. For the Fennell Street project \$25K came in and there were \$47K in expenses. The project has cost \$415K year-to-date and \$1.5M in total so far.

### **Fundraising Update**

Campaign Director McCormack reported that three gifts have come in as a result of the personally signed letters that were sent out. A grant was received from the Ardia Family Charitable Fund as a result of the event at the Country Club.

She outlined a week-by-week rollout for the public phase of the campaign scheduled to begin August 4 and last for three months. It will be robust and exciting with new information each week in the press or on the website.

### **Communication Committee**

Trustee Bedard reported that the committee is supporting the public campaign. Together with the Friends Group they will assist Campaign Director McCormack in the weekly information blitz. The new rendering will be the cover of the summer library newsletter. The article will address the fact that our cultural entities need to be supported. The community already supports the commercial entities that are aimed at attracting tourists.

### **Barrow Art Gallery**

Trustee Roller reported that the Barrow financial reports have been sent electronically to the trustees and they look good. The potential Barrow trustees are impressive. Since the opening day (May 19) there have been no days without visitors. The contribution box is full. The walking tours are full. Barrow items will be represented in the new Local Branch gift shop scheduled to be in the new Skaneateles Fields Hotel.

### **Fennell Street New Building Committee**

President Hempson gave a quick review of the new design and renderings. The PowerPoint will be sent to trustees. There are still some design and materials questions to be answered. Individuals or groups will be

able to sponsor a number of smaller areas or items in the building. One-third of the larger naming opportunities have been subscribed so far. The new plan has the building at 13,880 square feet with all the previously requested areas included. The committee meets again in early July.

### **Governance Committee**

Director Marquis reported that the committee has recommended changes to three current policies that were included in the board packet.

The Circulation of Materials Policy had a minor change of increasing from \$15 to \$20 the amount a patron can owe before their borrowing privileges are revoked. The overdue fine clause was removed. Trustee Rolleri made a motion to approve the amended policy and Trustee LaBeau seconded. The motion was approved unanimously.

The Facilities Use Policy was amended to ensure that all rules and regulations are adhered to by the requesting organization and that infringement of any regulation is grounds for cancellation and/or denial of future use, even if there had been prior approval. A motion was made by Trustee Palmieri and seconded by Trustee Torrisi to approve the amended policy. The motion was approved unanimously.

The Privacy and Confidentiality Policy was amended to clarify how the library will keep and protect personally identifiable information, and how patrons can request reference questions confidentially. A motion was made by Trustee Palmieri and seconded by Trustee Rolleri to approve the amended policy. The motion was approved unanimously.

**Public Comment Period:** none

There being no further business, the meeting was adjourned at 8:06pm.

The next meeting is scheduled for Tuesday July 8, 2025 at 6:30pm at the Library.