



Board of Trustees Meeting Minutes

June 17, 2025

Attended by trustees Colin Hagadorn, Margaret Hartley, Josh Jacquard, Ted Mirczak and Janice Waterhouse. Also in attendance: Library Manager Marion Allan and Library Clerk Claire Spivak.

Presiding: President Ted Mirczak

Mirczak called the meeting to order at 6:33 p.m. , led the board in the Pledge and noted attendance. Janice Waterhouse presented Mirczak with gifts commemorating his last meeting as a trustee and his tenure as president. Margaret Hartley moved to accept the agenda. Waterhouse seconded. Carried. Waterhouse moved to accept the minutes of the May 20 meeting. Hartley seconded. Carried.

President's Report

Mirczak reported that the library's Absolute Charter has been approved by the state Board of Regents and thanked the library staff for their work compiling the necessary data for the petition. He also thanked current and former trustees and the staff for their work over the past two years to get the library reopened and reestablished as a community asset.

Vice President of Finance Report

Colin Hagadorn shared the monthly finance report showing bills totaling \$5,381.53, plus another \$500 for programming. He moved \$20,000 from the high interest account to the operating account. Hagadorn made a motion to accept the report. Waterhouse seconded. Carried.

Secretary's Report

Hartley reported that she and Marion Allan are collecting information from other libraries about using volunteers.

Manager's Report

Marion Allan reported that since the young adult room was completed in January, teen patronage is up 80 percent. She noted that the state construction grant application is open and that she will study options for the library.

Allan reported that Back Country was the only bidder for groundskeeping and snow removal, at \$1,800 for the year. Hagadorn moved to accept the bid. Josh Jacquard seconded. Carried. Allan shared information about Hoopla usage and how to minimize costs.

In May, the library saw 750 patrons, had 123 people attend programs and saw total circulation of 710 items. The summer reading program kicks off Saturday, June 28, and Allan is looking for 12 volunteers.

Old Business

The board discussed the revised budget that came out of the June 13 budget committee meeting, showing a reduction in the deficit from \$36,387 to \$13,187.

The board made one change: capping Hoopla at \$1,000 rather than eliminating it, bringing the total budget to \$225,887 with a deficit of \$14,187 expected to come from reserves. Jacquard expressed that he is opposed to any budget with a deficit. Waterhouse moved to accept the budget. Hartley seconded. Ayes: Hagadorn, Hartley, Mirczak, Waterhouse. Nays: Jacquard. Carried.

Jacquard made a motion that the library board work toward a balanced budget by 2028. Hartley seconded. After some discussion about whether the budget could be balanced in 2027, the motion was unanimously carried as presented.

New Business

Mirczak reported that the two trustees starting new three-year terms – Margaret Hartley and Beth Teitel – can sign their oaths of office before a notary and file them with Warren County to officially become members of the board effective July 1. The next regular board meeting will be held at 6:30 p.m. on July 15 and also will serve as the annual organizational meeting during which officers will be elected.

Hagadorn said he will look into getting the library's septic system pumped. And he said he intends to paint a handicapped parking symbol on the driveway so that others don't park blocking the ramp.

Public Comment

Roger Allan of Hadley said he has experience fundraising and would look into whether the Vested Veteran restaurant would be willing to hold a fundraising event for the library. JoEllen Parsons of Lake Luzerne thanked Mirczak for his service to the library and said she was excited about the growth in teen patronage.

Adjournment

At 7:25 Waterhouse moved to adjourn. Hagadorn seconded. Carried.

Minutes prepared by Board Secretary Margaret Hartley