



Board of Trustees Meeting Minutes

June 9, 2026

Attended by trustees Colin Hagadorn, Margaret Hartley, Josh Jacquard, Beth Teitel and Janice Waterhouse, Library Manager Marion Allan and Library Clerk Claire Spivak.

Presiding: President Janice Waterhouse

Waterhouse called the meeting to order at 6:30 p.m. and led the board in the Pledge.

Margaret Hartley moved to adopt the agenda. Beth Teitel seconded. Carried 5-0.

Colin Hagadorn asked for a change to the May 12 minutes, to indicate that the library has been awarded (rather than “received”) a LARAC grant of \$600 as the funds have not yet been received. Waterhouse moved to accept the minutes with that change. Teitel seconded, carried 5-0.

Waterhouse moved to accept the amended minutes of the March 18 meeting, noting that the new version includes the full text of the two motions passed. Hagadorn seconded. In favor: Hagadorn, Hartley, Teitel and Waterhouse. Abstaining, Josh Jacquard. Carried 4-0-1.

President’s Report

Waterhouse thanked Jacquard for his service to the library. She noted that incoming Trustee Christine Wittrock took her oath of office at the Lake Luzerne town offices and will be sworn in at the July RFPL Board meeting. Waterhouse thanked voters for their support of the proposition funding the library and, noting the close vote, said she wants to listen to and serve all members of the community.

She said she spoke with the library’s attorney and asked for clarification in writing of the outstanding insurance issue and noted he had been helpful in resolving questions raised by a community member during the May meeting.

Vice President of Finance Report

Colin Hagadorn said he had secured a credit of \$1,279.49 from National Grid for improperly charged sales tax. He presented monthly bills totaling \$4,626.05, which includes \$900 that should have been paid to Back Country Lawn Care in January. Deposits totaled \$3,860.12. Finances stand at \$16, 238.13 in the operations account, \$215,285.56 in the interest bearing account, and two CDs of \$34,011.86 and \$35,623.78.

Hagadorn moved to pay the bills. Jacquard seconded. Carried 5-0.

Manager's report

Library Director Marion Allan said she had exhausted the Civil Service list and was advertising for a part-time clerk to work 15-20 hours a week. A volunteer application is available online. She noted she's looking for volunteers for the library's summer reading kick-off event on June 27. And she said Saratoga County will be bringing its Bicentennial display to the library for two weeks, beginning June 17.

The library saw 979 patrons in May, had program attendance of 153 and total circulations of 732 items.

Hagadorn asked Allan to display choking and CPR posters. Waterhouse asked her to reach out to the school district about the idea discussed last month to bus students to the library after school and pick them up on the late bus run to take them home. This would give students who live farther from the library and opportunity more easily use library services.

Old Business

Allan presented the proposed 2027 budget for discussion.

Discussion included a suggestion that the library charge more for copies, eliminate painting classes from programming and consider not filling the part-time position. There was discussion about whether the budget was balanced if higher than the \$250,000 approved by voters. The proposed budget includes interest income and front desk deposits, as well as anticipated state and county aid funds and grants that have been awarded, bringing total revenue to \$274,449.

During discussion two changes were made to the proposal: The amount budgeted for the library director's health care stipend was lowered from \$6,000 to \$5,000, and the amount budgeted for contractors was increased from \$1,000 to \$2,500, bringing the total proposed budget to \$262,185.

Teitel made a motion to adopt the \$262,185 budget for fiscal 2027. Waterhouse seconded. Jacquard said the budget was not balanced and noted the board had pledged to balance the budget. Teitel said that as income exceeds spending, the proposed budget is balanced. Hagadorn said the board should meet again to discuss further. Waterhouse called for a vote on the motion on the table. In favor: Hartley, Waterhouse, Teitel. Opposed: Jacquard and Hagadorn. Carried 3-2.

New Business

Hagadorn said he spoke to Mirabito Fuel about locking into a budget rate of \$4.36 per gallon for heating fuel to avoid the unknowns of a fluctuating market. The plan would lock in 2,100 gallons, at \$800 a month. He said he'd try to get the per gallon rate a little lower and noted that the library would be credited for unused fuel.

Jacquard moved to lock into a flat rate for fuel. Waterhouse seconded. Carried 5-0.

Hagadorn said the library's cold-water dispenser does not meet NYS safety standards because the library lacks facilities to sanitize it. And he expressed concern that the hot water urn for tea is a safety hazard. He

suggested Marion purchase a refillable portable water tank that has buttons for dispensing hot and cold water.

Waterhouse said the board needs to form a committee to create the next phase of the library's long-range plan.

Public Comment

Christine Wittrock of Lake Luzerne said many good points were raised during the budget discussions and suggested the library's bookkeeper attend such meetings to clarify any confusion. She suggested the library should consider regular mailings to residents of the four towns in the service area. And she suggested some programming ideas, including small engine and HVAC repair.

JoEllen Parsons of Lake Luzerne thanked the board, and thanked Jacquard for his service and for keeping the pocketbooks of taxpayers front of mind.

Roger Allan of Hadley said that the Corinth Hudson Railroad will be offering a free program on railroad history in the region.

Adjournment

At 8:08 p.m. Hartley moved to adjourn the meeting. Jacquard seconded. Carried 5-0.

The next regular board meeting will be on July 14 at 6:30 p.m.

Minutes prepared by Board Secretary Margaret Hartley