

**Baldwinsville Public Library  
Board of Trustees  
Minutes of Meeting – May 14, 2025**

**PRESENT:** Craig Maguire, President; Mary Lou Carpinella, Co-Vice President; Mary Schmutz, Co-Vice President; Pam Fallesen; Frank Valchine; Mary Anne Williams; Dania Souid, Young Adult Librarian; John Klimachefsky, Donation Fund Treasurer; Nancy Howe, Library Director; Diane Natale, Secretary.

**EXCUSED:** Liz Bates

Meeting opened at 7:05 p.m. by Diane Natale.

**I. Conflict of Interest.** None.

**II. Public Comments.**

- a. Baldwinsville resident Paul Kulba presented research he has done for many years to remember veterans from Baldwinsville. He would like to have benches placed near the library with the names of veterans who have passed. He tried to get approval from the Post Office (across the street from the library) to place them on their land, but it was rejected. He has the approval of the mayor. We have taken his information under advisement and will let him know of our decision.
- b. Sue Dietrich, Friends of the Library, gave us an update:
  - i. Recently the Syracuse Orchestra visited the library and was very well received. The Orchestra is planning on visiting again this year.
  - ii. The Seven (7) Acres Alpaca Farm came to visit and was well received by adults and children. The alpacas received a lot of love from the people who visited that day.
  - iii. On June 9, 2025, Friends will have their annual meeting and elections. There are openings for President and Treasurer. In addition, Bonnie & Kate Kisselstein will be giving a presentation about Albert Palmer, (Bonnie's father and Kate's grandfather) and the impact he had on the Baldwinsville community.
  - iv. Peggy Bye, retired librarian assistant's funeral was April 10, 2025, at Gates Funeral Home in Baldwinsville, NY. Peggy passed away on Feb. 28, 2028. She started as a page at the BPL and continued there until her retirement in 2010. For as many years, she was an accomplished crafter and seamstress. Donations can be made in memory to Friends of the Library.

**III. Disposition of Minutes on April 9, 2025.** Motion to accept as written by Pam Fallesen. Second by Mary Anne Williams. Carried.

**IV. Donation Treasurer's Report.** A donation of \$40.00 was received (unrestricted). A warrant for \$60.00 was submitted to purchase three \$20 gift cards for the recipients of the 2025 Director's Achievement Awards. A \$100 withdrawal from the *Reading to Go* donation fund was made. Interest and Dividends earned: \$411.50.

Donation balance as of May 1, 2025:

Seneca Checking Account: \$14,018.02

Empower Savings Account: \$ 27.68

Empower 15-month CD: \$54,862.62

Empower 15-month CD: \$55,097.45

**Total: \$124,005.27**

The board is looking into what to do with various donations made in memory of former trustees Linda Clarkson, Robert Manning, and Ed Mc Manus. To date there are nine (9) restricted funds with balances. John will give the board a breakdown of each of the funds at the next meeting. Motion to accept the Donation Treasurer's report by Mary Schmutz. Second by Mary Lou Carpinella. Carried.

**V. Bills-Public Fund. (Cycles 9 and 10).** Nancy Howe and Pat Baum's monthly meetings with the school district are going well. Monies that the library uses are itemized as they are received. Moving forward, adjustments to the budget will be made in real time instead of waiting until the end of the year. There is the possibility of monies coming to us from Assemblyman William B. Magnarelli. Motion to approve Cycle 9 by Mary Anne Williams. Second by Pam Fallesen. Carried. Motion to approve Cycle 10 by Pam Fallesen. Second by Mary Lou Carpinella. Carried.

**VI. Bills-Public Fund.**

- a. The Salt City Jazz Collective (Joe Columbo) needs a check from BPL. The musicians' union paid the library for the jazz concert and now the library needs to send that money, via library check, to the Salt City Jazz Collective. This request is not listed with the other may 2025 warrants. A Motion to accept by
- b. There are two (2) budget adjustments:

- i. Propose moving \$7160.63 from the Equipment Line to the Equipment Repair Line. Move to accept by Mary Schmutz. Second by Pam Fallesen. Carried.
- ii. Propose moving \$6200.00 from the Education & Training Line to the Building Repair Line. Move to accept by Frank Valchine. Second by Pam Fallesen. Carried.
- iii. Warrants totaling \$104,097.90 reviewed; no questions. Motion to pay bills by Mary Anne Williams. Second by Craig Maguire. Carried.

## **VII. Old Business**

### **A. Updates**

#### **1. Library Construction Aid Grants.**

- a. The parking lot grant is almost finished.
- b. A new grant for the second (2<sup>nd</sup>) charging station is set to go for July 1, 2025.
- c. The cooling tower is an ongoing problem. How long can it be fixed before it is inoperable? Nancy Howe is looking into a NYS construction aid grant for 2026-2027 to replace the cooling tower. In the meantime, if the temperature rises above 90 outside and the air conditioning in the building stops working, the building will have to be closed for the safety of the occupants.

#### **2. Monthly Energy use review.** Trending as it has been.

- B. Trustee Election and Budget Vote.** The library budget has passed. Mary Schmutz was voted in for another 5-year term. Elizabeth Bates was voted in for a 2-year term. Congratulations Mary and Liz.

## **VIII. New Business.**

- A. Personnel.** Mallory Jones will begin working as a page, effective May 12, 2025, at a salary of \$15.50.
- B. Ruth Connell Award.** KC VerHage, our Children's Librarian, is the recipient of this year's Ruth Connell Award. Congratulations KC. Tentatively, next year this award will be given at luncheon instead of breakfast.
- C. Agreement Between BSCD and BPL.** Nancy Howe gave copies of the current agreement to the board for review. The board will discuss and approve a 2025-26 agreement at the June meeting.
- D. Approve 2025-2026 Salaries.** Motion to accept proposed increased salaries by Mary Anne Williams. Second by Pam Fallesen. Carried.

**E. Approved Credit Card for Julia Polly.** Motion to approve by Pam Fallesen. Second by Mary Schmutz. Carried.

**F. Book Sale Revenues.** Where does the book sale money go in the budget? Should it be in a separate fund? Nancy will talk to Pat Baum about where it is in the budget and report back at the June meeting.

**IX. Director's Report.**

- **Facilities Update.** Laurie Harter and her landscaping team were here at the end of April to do the spring clean up and mulching. They will be back prior to May 30<sup>th</sup> to plant annuals. She will provide a quote for fall clean-up.
- **Donations.** Nancy met with Bob Clarkson, husband of Linda Clarkson, to discuss creating the Linda Clarkson Tutoring Center in the current Computer Lab. He is going to consult with his children and get back to Nancy.

**X. Adjournment.** Motion to adjourn by Pam Fallesen. Second by Mary Schmutz. The Board adjourned at 8:57 p.m.

Respectively Submitted,

Diane Natale, Secretary