

Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – January 14, 2026

PRESENT: Craig Maguire, President; Mary Schmutz, Co-Vice President.; Liz Bates; Frank Valchine; Mary Anne Williams; John Klimachefsky, Donation Fund Treasurer; Nancy Howe, Library Director; Diane Natale, Secretary.

Excused: Pam Fallesen; Mary Lou Carpinella, Co-Vice President; Dania Souid.

Friends of Baldwinsville Public Library. Jerry Trexler, vice-president, joined us to introduce himself and ask if the library has any requests for the Friends group.

Amanda Schiavulli, OCPL System Coordinator for Member Services for Onondaga County. To meet the yearly NYS training requirement for library trustees, Amanda presented *Trustee Essentials*. The objectives were:

- Trustees will understand how their library fits into the government structure of NYS
- Trustees will have an overview of their essential duties and responsibilities
- Trustees will know where to go for help.

I. **Call to Order.** Meeting called to order at 6:37 p.m. by Craig Maguire.

II. **Disposition of Minutes on December 10, 2025.** Motion to accept minutes as written by Mary Anne Williams. Second by Mary Schmutz. Carried.

III. **Conflict of Interest.** None.

IV. **Donation Treasurer's Report.**

Library Fund Balance as of December 1, 2025, was \$128,047.52. Donations received:

- \$100.00 from Denise Trionfero, unrestricted
- \$ 50.00 from Pet Patterns of Central NY, Inc., unrestricted
- \$100.00 from Erminia Ortlieb, in memory of James Slenker, restricted, for children's books with firefighters as the subject.

One withdrawal for payment: \$150.00 for Warrant 2025-2026 #6 (to Suzanne McCarthy for gift card reimbursement). Interest and Dividends earned \$376.19.
 Library Fund Balance as of January 1, 2025, is \$128,523.71.

Accounts breakdown

Seneca Checking Account	\$15,350.86
Empower Savings Account	\$ 28.76

Empower 24-month CD account at 3.50% APR, matures 10/30/2027	\$56,395.22
---	-------------

Empower 15-month CD account at 4.50% APR, matures 7/19/2026	<u>\$56,748.87</u>
--	--------------------

Total:	\$128,523.71
---------------	---------------------

Motion to accept Donation Fund Treasurer's Report by Liz Bates. Second by Frank Valchine. Carried.

V. **Bills: Donation Fund.** No warrants were presented.

VI. **Treasurer's Report-Public Fund. (Cycle 6).** No questions or comments. Motion to approve Cycle 6 by Mary Schmutz. Second by Frank Valchine. Carried.

VII. **Bills-Public Funds.** The librarians have been ordering books from Ingram now that Baker & Taylor is out of business. Some are also ordering books through Amazon, which seems to be less expensive (in some cases) and faster delivery. Motion to pay bills by Mary Schmutz. Second by Frank Valchine. Carried.

VIII. **Public Comments.** None

IX. **Old Business**

A. Updates

- **Monthly energy use review.** Energy use is trending. There has been little change in five (5) years.
- **2025 Construction Aid Grant-Final Report.** \$10,673.00 will come back to us for the 2nd charging station that was installed in July 2025. This is approximately 80% of the total cost.
- **2026 Aid Construction Aid Grant- Update.** Nancy is waiting for approval from the NYS Office of Facilities Planning so she can move forward with the grant for a new cooling tower. Johnson Controls quoted \$205,000 for the project, but because it is over \$10,000 it will go out to bid.

X. New Business

- **Budget Date Vote.** The budget vote will be on Thursday, April 23, 2026. To save money, we will inform the Board of Elections that we will use a box for the ballots and not a voting machine.
- **Budget Committee.** Craig Maguire, Frank Valchine, and Mary Schmutz will once again serve as the Budget Committee. Nancy Howe, Dania Souid, and Pat Baum will work with them.
- **Trustee Training.** A big thank you to Amanda Schiavulli for coming tonight to help us complete our trustee training for this year.
- **Revise School District/Library Agreement.** Nancy Howe will update the agreement for this year.

XI. Director's Report.

- Motion to accept resignation of Joan Robson, page, effective 12/25/25. by Frank Valchine. Second by Liz Bates. Carried.
- In December, Critter Ridders placed 30+ mouse bait boxes throughout the building and they seem to have worked.
- Cooney will continue to perform routine HVAC maintenance at 2025 prices (\$528/month).

XII. Adjournment. Motion to adjourn by Liz Bates. Second by Mary Schmutz. The Board adjourned at 7:37 p.m.

Respectively Submitted,

Diane Natale, Secretary