

**Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – March 10, 2026**

PRESENT: Craig Maguire, President; Mary Schmutz, Co-Vice President.; Pam Fallesen; Frank Valchine; MaryAnne Williams; John Klimachefsky, Donation Fund Treasurer; Nancy Howe, Library Director; Dania Soud, Assistant Director; Patricia Baum, Bookkeeper; Diane Natale, Secretary.

Excused: Mary Lou Carpinella, Co-Vice President; Liz Bates.

Friends of Baldwinsville Public Library. Courtney Gulick, Friends President gave a brief update:

- Friends made \$420.50 at the recent book sale selling “Blind Date with a Book”.
- Local author and guitarist, Joe Trionfero, will be at the library on April 15, at 7 p.m. He will be selling copies of his book after the lecture.
- The Friends are looking into a sidewalk art event in July.
- Membership is growing.
- Staff Appreciation/Ruth Connell Award Day luncheon is May 19th at noon. Friends will be paying for the food. Members of the Friends board are invited to attend.

I. Call to Order. Meeting called to order at 6:06 p.m. by Diane Natale.

II. Conflict of Interest. None.

III. Disposition of February 11, 2026, Minutes.

Motion to accept minutes as written by Mary Anne Williams. Second by Pam Fallesen. Carried.

IV. Donation Treasurer’s Report.

Library Fund Balance as of February 1, 2026: \$128,982.67.

Donations received:

- \$ 50.00 from Scrapbook Club, unrestricted

Two withdrawals for payment: Warrant 2025-2026 #8:

- \$60.06 (unrestricted funds): Reimbursement for food at board training
- \$91.45 (restricted funds): Reimbursement for children’s books about firefighters

Dividends & Interest earned: \$342.04.

Library Fund Balance as of March 1, 2026: \$129,223.23

Accounts breakdown

Seneca Checking Account	\$15,330.88
Empower Savings Account	\$ 28.78
Empower 24-month CD account at 3.50% APR, matures 10/30/2027	\$56,709.67
Empower 15-month CD account at 4.50% APR, matures 7/19/2026	<u>\$56,153.90</u>
Total:	\$129,223.23

Motion to accept Donation Fund Treasurer's Report by Frank Valchine. Second by MaryAnne Williams. Carried.

- V. Bills: Donation Fund. Warrant 2025-2026 #9:**
\$47.45 (restricted funds): Reimbursement for CD player for RTG patrons.
- VI. Treasurer's Report-Public Fund. (Cycle 8).** Motion to approve Cycle 8 by MaryAnne Williams. Second by Frank Valchine. Carried.
- VII. Bills-Public Funds.** An invoice for a second motion picture licensing fee was received this afternoon and will be added to the Bills Payable for this month. The amount is \$465. Motion to add that amount and pay the bills by Mary Schmutz. Second by Frank Valchine. Carried.
- VIII. Public Comments.** None
- IX. Old Business**
Updates
- **Monthly energy use review.** Both watts and therms are trending.
 - **2025-2026 Construction Aid Grant.** We will receive the reimbursement for the 2nd charging station by June 2026.
- Annual Budget Vote & Trustee Election**
- Legal notices have been placed in both the *Baldwinsville Messenger* and the *Post Standard*. Notices will appear in both papers four (4) times before the election on April 23, 2026. There was a discussion about replacing the *Messenger* with *The Hive*, the BCSD newsletter, since BPL is a school district library. Nancy Howe will investigate this.
 - Voting will take place from 9 am to 9 pm in Community Room One. The school district will let us use their ballot box in place of renting a voting machine.

- Members of the Friends of the Library have volunteered to work in shifts to assist the Election Inspector.
- Approve Election Inspector Salary. Motion to approve election salary at a rate of \$20.00 for Diane Natale, Election Inspector, by Mary Schmutz. Second by MaryAnne Williams. Carried.
- Budget Presentation to the Public. The budget presentation to the public will take place at 5:55 pm on Wednesday, April 8, 2026, followed by the monthly business meeting of the board of trustees.

X. New Business

Personnel

Erin Cassidy was appointed Marketing & Outreach Coordinator, effective March 1, 2026.

2025-2025 Budget Adjustment

Pat Baum requested that the LLSA grant money received from OCPL be moved to the Equipment line and the Membership Dues line. Motion to make the budget adjustment by Frank Valchine, Second by MaryAnne Williams. Carried.

2026-2027 Draft Budget Adoption.

A tiered system for keeping salaries competitive with other libraries is still being used for employees' first four years of employment. Employees with more than four years of service are receiving a cost-of-living increase. The proposed budget is \$2,016,516, up \$73,387 from last year. Factors to keep in mind:

- Social Security is 7.65% of the proposed total salaries.
- Health insurance is projected to increase by 9.5%.
- NYS Retirement: Employer contribution is determined by the tier that an employee signed up under when first entering the system. Percentages for our employees range from 10.7 % to 16.2%.

Despite increases, the budget remains under the 2% tax cap. Motion to approve the proposed budget by Pam Fallesen. Second by MaryAnne Williams. Carried.

XI. Director's Report.

- **BCSD annual fire inspection was February 20, 2026:**
 - One fire extinguisher was not inspected last year.
 - The latch to one of the electrical panels in the office adjacent to the Learning Center was broken. Maintenance staff were made aware of this issue.

- On Feb. 27, 2026, Jerome Fire Equipment inspected all fire extinguishers and refilled those that were out of date. We are compliant for another 12-month period.
- **Facility update:**
 - BCSD has issued a P.O. for Flower City Glass to repair the leaky windows. The work will take place in the spring.
 - Nancy will ask the school district if they would stripe the parking lot this summer since they do the school lots.

XII. Adjournment. Motion to adjourn by Pam Fallesen. Second by Frank Valchine. The Board adjourned at 7:14 p.m.

Respectively Submitted,

Diane Natale,

Secretary,