

**Maxwell Memorial Library
Board of Trustees Meeting Minutes
May 19, 2025**

Meeting called to order by President Ann Henderson at 6:00pm.

Attendees: Ann Henderson, President
Donna Breen, Vice President
George Mango, Treasurer
Sally Kondziela, Secretary
Lucille Adorante
Nancy Davidson
Philip Grome
Caitlin Lindquist
Allison Palermo-Record
Daryl Zarpentine

Visitors: Jennifer Burke, Director
Rena Brower, Library Assistant

The minutes from April 21, 2025 are accepted as published.

Treasurer's Report – George Mango

Statement of Financial Position as of April 30, 2025:

Total Assets:	\$351,048.46
Retained Earnings:	\$126,592.83
Net Revenue:	\$224,455.63
Total Liabilities and Equity:	\$351,048.46

The report on the Financial Position was accepted as written, subject to audit.

Director's Report – Jennifer Burke

Maxwell's budget referendum is on the ballot for the West Genesee Central School District's public budget vote on May 20. Jennifer has signed us up for Wowbrary, a weekly notification service that sends a weekly newsletter to patrons to tell them about the newest books and movies added to our collection. She shared a mock-up of the new library website design. The mural in the Children's Area is coming along. The geranium fundraiser was successful, grossing \$1,448 for the library. Our book sale on May 16-17 netted \$760.

Jennifer has attended many meetings and webinars. The ALA webinar "Information Literacy: Autism Awareness for Library Workers" was very informative, and one of the panelists was Temple Grandin.

OCPL's Staff Day at Rosamond Gifford Zoo was an all-day event focused on advocacy. The speakers were great.

Jennifer met with Michael Lennon, a student at Syracuse University's iSchool working towards his Master's in Library and Information Science. He interviewed her about her responsibilities and duties as a Library Director for an assignment in his library leadership and management course.

Melissa continues to present storytimes at local preschools. The "Stories and Sundaes" at Charlee's Ice Cream is still ongoing. We continue monthly programs for adults. We're planning our Summer Reading Program. Maxwell at the Canal will resume in the fall.

The Director's Report is accepted as presented.

President's Report – Ann Henderson

Ann thanked everyone that helped with the geranium sale.

Caitlin Lindquist offered to cover the Secretary position for our next meeting.

She is looking into doing a Board self-evaluation before the end of the year.

Ann encouraged everyone to vote tomorrow for the West Genesee Central School District school budget, which includes our library referendum. She expressed the New York State budget shows an increase ask for library operations and construction aid. A note of interest is President Trump fired the Librarian of Congress, and there will be budget cuts in areas such as the Corporation for Public Broadcasting and the National Endowment for the Arts.

Jennifer's annual review has been completed.

Ann recommends the Board reads notes sent from NYLA as well as the ALA Intellectual Freedom blog.

Our next meeting is Monday, June 16, 2025 at 6:00pm.

Fundraising Committee – Lucille Adorante

The geranium sale was a wonderful endeavor, and Lucille is pleased with the results. It worked well in all aspects – sales, collecting money, setup, and pickup. Having the Girl Scouts there to take orders to cars was very helpful.

Lucille is still researching ways to improve the Annual Appeal; more to come. In June there will be a Book Lover's Basket drawing for Adults and Children. We need contributions for the baskets. There will be a Bottle & Can Drive on July 19.

Finance Committee – George Mango

No report. Our next meeting is Thursday, July 17 at 1:00pm at the library.

Building and Grounds Committee – Philip Grome

Jennifer spoke to Joe LaPlant from Salt City Mows for quotes for trimming the blue spruce in the front of the library and for cleaning up the west property border from the tree removal last fall.

Long-Range Planning Committee – Ann Henderson

No report. Ann is hoping to schedule a meeting in early June.

Nominating and Personnel Committee – Ann Henderson

No report.

Old Business

None.

New Business

Daryl brought up several questions after watching the webinar on what to do if ICE or law-enforcement shows up at the library. Does staff know how to respond if ICE or law enforcement officers approach them at the front desk? What compliance would be needed to protect our staff and patrons? One response is “your access is denied.” There was much discussion. We do not have a policy. Ann will research more about this and the proper way to respond.

Guest Comments

None.

President Ann Henderson adjourned the meeting at 6:55pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sally Kondziela".

Sally Kondziela