

**Maxwell Memorial Library
Board of Trustees Meeting Minutes
October 20, 2025**

Meeting called to order by President Ann Henderson at 6:17pm.

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

Visitors: Jennifer Burke, Director
Rena Brower, Library Assistant

The minutes from September 15, 2025 were approved.

Treasurer's Report – George Mango

Statement of Financial Position as of September 30, 2025:

Total Assets:	\$191,464.74
Retained Earnings:	\$128,765.98
Net Income:	\$62,698.76
Total Liabilities and Equity:	\$191,464.74

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

Director's Report – Jennifer Burke

Jennifer attended many meetings this month. AP Lawn and Landscape will be taking over snow removal this season. She is working with a graphic designer on redesigning Maxwell's logo. She made arrangements with Salt City Coffee for the coffee fundraiser in October. She facilitated the Annual Appeal printing and mailing with PJ Green. We participated in many outreach opportunities in the community this month, as well as continuing library event for adults, children and teens.

The Director's Report was accepted as written.

President's Report – Ann Henderson

OCPL's Trustee Advisory Committee is hosting an event tomorrow, October 21 from 5:30-7:00pm at Fayetteville Free Library.

Ann presented the slate of officers for 2026:

Ann Henderson, President
Donna Breen, Vice President
George Mango, Treasurer
Nancy Davidson, Secretary

Philip Grome made a motion to accept this slate of officers. Lucille Adorante seconded the motion. All in favor, motion carried.

Fundraising Committee – Lucille Adorante

We are selling Salt City Coffee again this year. The letter for the Annual Appeal was mailed today. We're planning another Spirit Night at Red Robin, since the last one was successful.

Another idea is a fundraiser with Delta Sonic. This will be discussed further with the committee at their next meeting.

There was discussion regarding donations for the Tree of Gifts fundraiser, scheduled for November.

Finance Committee – George Mango

No report.

Building and Grounds Committee – Philip Grome

No report.

Long-Range Planning Committee – Ann Henderson

No report.

Nominating and Personnel Committee – Ann Henderson

No report.

Old Business

We haven't received money from New York State for the State Aid for Library Construction grant Jennifer applied for in 2024. Part of the repairs included in that grant were the new boiler and the front entrance. George spoke with Jerry; he will develop a work plan for when work may commence once funding is received.

New Business

The Holiday Party will be on Sunday, December 7 from 2-4pm.

The Board of Trustees meeting dates for 2026 will be:

- Tuesday, January 20, 2026
- Tuesday, February 17, 2026
- Monday, March 16, 2026
- Monday, April 20, 2026
- Monday, May 18, 2026
- Monday, June 15, 2026
- No July meeting
- Monday, August 17, 2026
- Monday, September 21, 2026
- Monday, October 19, 2026 (Annual Meeting & Board Meeting)
- Monday, November 16, 2026
- No December meeting

The meeting was adjourned by President Ann Henderson at 7:35pm.

Respectfully submitted,



Sally Kondziela