

**Maxwell Memorial Library
Board of Trustees Meeting Minutes
January 20, 2026**

Attendees:

Ann Henderson, President
Donna Breen, Vice President
George Mango, Treasurer
Nancy Davidson, Secretary
Lucille Adorante
Philip Grome
Alison Palermo-Record

Visitors:

Jennifer Burke
Rena Brower

Absent:

Daryl Zarpentine

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

The minutes of the November 17, 2025 meeting were approved.

Treasurer's Report – George Mango

Statement of Financial Position as of December 31, 2025:

Total Assets:	\$502,875.29
Retained Earnings:	\$189,851.51
Net Income:	\$313,023.78
Total Liabilities and Equity:	\$502,875.29

The report was accepted as written, subject to audit.

Director's Report – Jennifer Burke

Jenny continues to support an ambitious list of meetings, programs, and outreach opportunities.

The Annual Appeal brought in \$10,900, the highest ever.

Jennifer presented the “2025 in Review” document highlighting library activity throughout its various programs throughout the year. This is intended as a report to the community and will be added to the library website; it has to be approved by the Board.

Allison Palermo-Record made a motion to accept the 2025 Annual Report to the Community. Philip Grome seconded. All in favor, motion passed.

President's Report – Ann Henderson

The Christmas Party was well-attended and enjoyed by trustees, staff, and guests.

Ann is reviewing the Committees and will provide a revised list of members to be approved by vote at our next meeting.

Sexual harassment prevention training is required for trustees and staff on an annual basis and Jenny will send out information on how to comply.

Fundraising Committee – Lucille Adorante

Annual appeal has been a big success with improvements in targeting resulting in the best ever response, \$10,900 received so far, as noted above.

Gift tree raffle netted \$1425. Bigger effort in selling tickets will be encouraged next year.

A Red Robin event will be planned for the summer; the proposal for an additional one in the spring is being dropped.

Planning for the geranium sale planned for May 16 is underway and contact has been made with the vendor. Lots of help will be needed.

Finance Committee- George Mango

No report.

Building and Ground Committee – Philip Grome

No report.

Long-range Planning Committee – Ann Henderson

No report

Nominating and Personnel Committee – Ann Henderson

A meeting was held and attention was given to the need to recruit new trustees. There was a discussion to identify the skills that we would like to attract in new candidates: e.g., finance, legal, communication, technology, and marketing. Advertising and vetting can be tricky. Everyone was asked to think about candidates.

There was discussion of the residency requirements for trustees. Current by-laws require residence in West Genesee school district but that eliminates some who live in Town of Camillus, closer to Maxwell than Fairmount, but not in WG school district. We may need to take a look at changing the By-laws.

Old Business

Jenny will provide information how to do sexual harassment prevention training.

New Business

Jenny must send a letter, due February 4, to West Genesee School to request the tax levy for the library in the annual school budget. The Finance Committee will meet on January 22 at 7:30pm to determine the percentage to ask for.

A special trustees meeting will be held on February 4 at 6pm to consider and vote on the percentage to submit in the request.

The meeting was adjourned by President Ann Henderson at 7:19pm.

Respectfully Submitted,

Nancy Davidson, Secretary