

Board Attendees: Liz LaRochelle, Margaret Farrell, Charlotte Garofalo, Yvonne Slate, Chris McCarthy, Beth Crump, and Pat Forken

Absent: Rob Price, Diane Leshinski

Staff: Susan Morgan

I. Meeting called to order at 6:02

II. Approval of December 17, 2025 meeting minutes.

Motion to approve minutes: Margaret Farrell. Second: Yvonne Slate. All in favor. **Motion carried unanimously .**

III. Treasurer's Report and December 2025 check register approval

- Check registry was reviewed and questions answered.
- The Trial Balance was reviewed which will be shared with the accountants this week. Susan is going to check to see if there is a penalty for paying off the bond early. Liz suggested that Susan review with the accountants how raises are budgeted based on the employees hire date. All raises are budgeted starting in January, however they may not receive their raise until the 2nd, 3rd, or 4th quarter. Susan will check with the accountants and see if they suggest a better way to manage this and if so, specifically how do they suggest this be budgeted and should we be using a different budgeting model.
- Margaret and Susan will get together to review the P&L and the 9-line items that exceed 100% on the year-end 2025 spreadsheet to see if there are any adjustments that need to be made in 2026, or are the overages all anomalies, and no need to address. They will update the board at the next meeting

Motion to accept the check register and treasurer's report: Charlotte Garofalo. Second: Yvonne Slate. All in favor. **Motion carried unanimously.**

IV. Director's Report – Susan Reported the Following:

- 2025 was a successful year from all statistical points measured. Over 100 people showed up for the Noon Year's Eve Party on December 31. There were a number of home schoolers who attended, who very much enjoyed the event, and are now frequenting the library in larger numbers.
- Two groups of teens, assisted by OFL Librarians, are in the MOST Robotics Science Fair. Their finished projects will be on display in the library on Saturday January 31, from 9 am – noon.
- The anomaly due to a change in the Google analysis statistics, going forward, will continue to look skewed, based on the change in analysis.
- Susan thanked the staff, Friends, patrons, community at large and board for all their support in 2025.

V. Friends Report – Susan Reported the Following:

- Thanks to the Friends who donated over \$22,000 in 2025 which funded Collections: 12 Empire passes; eBooks; and Lucky Day books. Programs: dance classes, summer reading programs; author events; teen art classes; Dancersize, yoga and Mah-Jongg classes; history roundtable; and senior center art reception. Library Enhancements: Digital display for library; Nintendo Switch 2 for teen space; Montessori busy boards; 2 printers for public use and upgraded wireless access points. They have already earmarked \$12,400 for 2026.
- The Friends are considering doing a formal monthly briefing to the Board of Trustees and putting together a Strategic Plan. They are considering having a Friend representative attend the trustees meeting and have invited a Trustee to attend their monthly meetings which are the first Wednesday of the month at 1:30 pm.

VI. Committee Reports – Susan Reported the Following:

Building:

- May need to consider snow removal from the roof. Susan and Scott will monitor it.
- Snowbanks will also need to be pushed back.
- Reviewed the quote to repair the toilet which is pulled away from the wall and the porcelain cracked. Depending on how things proceed, Susan may need to contact Hayner Hoyt, who did the original renovation.
- The flat roof work is expected to begin in late March or early April depending on the weather. Scott will stay on them to make sure they stay on schedule because the work MUST be done by August before the grant runs out.
- New quotes are being acquired for the driveway sealing project since the last contractor was a no-show.

Personnel:

- Shooter training personnel are being researched. Chris is checking with an FBI contact and Pat will check to see who SUNY Upstate uses.
- There are a number of upcoming staff years-of-service milestones this year. Discussion was had that we should establish a formalized recognition system. Ideas should be sent to Susan and the board.

VII. Old Business

Pomeroy Marker sign update

The Lafayette Trail marker proposal is progressing. Staff are checking with Town of Onondaga Building and Codes regarding proper placement and with Town of Onondaga Highway Superintendent to see if they are willing to install the sign in spring.

VIII. New Business

- School District Propositions Plan and Approval

The discussion was around whether we should request 3%, 4% or 5% tax levy from the School District voters. 2025 was 3%; 2024 was 5%; and 2023 was 3%.

Motion to approve a 3% increase on the tax levy propositions for the Onondaga Central, West Genesee, and Westhill School districts: Beth Crump. Second: Charlotte Garofalo. All in favor. **Motion carried unanimously.**

- Community Room Flooring Quote

Reviewed the quote from GCN Interiors. Total Cost \$9,153.53. Cost sharing is \$3,153.53 and \$6,000 in a grant and gift are earmarked for this project. This is the same company that did the flooring in the Youth Services Office and staff were happy with the professionalism and quality of work done by the company.

Motion to approve the community floor quote: Beth Crump. Second: Yvonne Slate. All in favor.

Motion carried unanimously

- Telephone Lines for elevator and security system wireless proposal

Verizon raised the price for the two land lines for the elevator and security system from \$22 to \$36.75 per line. Susan and Scott followed up and Verizon did a government NYS OGS price of \$25.07 per line. A VOIP quote from Granite was presented at \$50 per line for a 3 year term. It was decided to not upgrade the lines to wireless based on price point and because copper lines were just upgraded last year.

- 2026-2027 Trustees and Officer Slate for the March Annual Meeting

Chris McCarthy: in 3rd term March 2025-2027

Rob Price: in 3rd term March 2025-2027 (during board discussion Chris noted that Rob will be leaving the board to coincide with his retirement in July 2026. Rob has discussed with Steve Dunham, Superintendent at the Westhill School District to serve on the board. If he agrees to do that, the board agreed that he should be asked to officially onboard in March at the Annual meeting. He would only miss one meeting in May if he were not able to start attending until July)

Liz LaRochelle in 2nd term March 2025-March 2027

Margaret Farrell in 2nd term March 2025-March 2027

Yvonne Slate in 1st term March 2025-March 2027

Diane Leshinski in 1st term March 2025 -March 2027

Beth Crump: Coming off the board in March 2026 at the end of her 3rd term

Charlotte Garofalo: Voting on 2nd term March 2026-March 2028

Pat Forken: Voting on 2nd term March 2026-March 2028

Proposed Officer Slate for 2026-2027

Chris McCarthy: President

Vice President: TBD

Margaret Farrell: Treasurer

Pat Forken Secretary

Adjournment

Motion to adjourn at 7:05 pm: Margaret Farrell. Second: Charlotte Garofalo. All in favor. **Motion carried unanimously.**

Next Meeting: Wednesday, February 25, 2026