ROSWELL P. FLOWER MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, August, 11th, 2026

Present: Mr. Bolton Mrs. Renzi-Falge
Mrs. Evans Mr. Slater
Mrs. Tarzia Ms. Seymour
Mrs. Weldon Mrs. Wright
Mrs. Marcia Kettrick, Friends President

Excused: Ms. Calarco Mrs. Burdick
Mr. DiFabion
Councilman Robert Kimball, City Council Liaison

CALL TO ORDER: Meeting was called to order at 4:05pm by Mr. Bolton.

APPROVAL OF MINUTES: Ms. Seymour moved to approve the minutes from the July 11th, 2026 meeting, Mrs. Weldon seconded the motion. Motion carried.

PRESIDENT'S REPORT: No Report.

CONSOLIDATED EXPENSES AND TREASURERS REPORT: Mr. Slater reported that due to questions on the financials for May, June and July, the board received and reviewed those financials once again in their board packets and asked all members if they had questions. Mrs. Carr changed the appearance of the bank account listing to consist of all transactions being deposited and checks being sent in the previous month. The board members stated that they preferred this report. Mrs. Weldon moved to approve the consolidated expenses and the treasurers report for May, June and July. Mrs. Wright seconded the motion. Motion carried.

DIRECTOR'S REPORT:

Building & Grounds

We are now in the design phase of the Makerspace. We are picking out paint colors, cabinet finishes, etc. The fun part! Patrick believes all materials should be in and ready to go for an October start date. He said once the materials are in, the project will move very quickly and may be done before the end of October.

Programming/Department Highlights

From Jamie LaPlaca: On Wednesday, July 8 at noon, the librarians hosted a free Ice Cream Social for the community. Thanks to a generous donation from Stewart's Shops, we received three sundae kits, providing enough ice cream and toppings to serve about 150 patrons.

The goal of this program was to give patrons the opportunity to enjoy a refreshing treat on a hot summer day while chatting with library staff. Since Olivia and Ashley Morrison are still relatively new members of our team, I wanted to create a relaxed, welcoming environment where patrons could get to know them. It was also a great opportunity for Ashley Pickett and me to meet new patrons, reconnect with familiar faces, and talk about the library's programs and services.

As we served ice cream, we had meaningful conversations with community members of all ages, sharing information about upcoming events, library resources, and services while learning more about the people we serve.

We set up outside the library near the Side Door, taking advantage of the traffic from the Farmers Market. Ashley Morrison and I scooped ice cream while Ashley Pickett and Olivia helped patrons customize their sundaes with a variety of toppings. Many patrons expressed their appreciation for the free treats, and several stopped into the library afterward to explore.

The event also gave us the opportunity to connect with fellow city employees, including members of Human Resources, DPW, police officers, and firefighters. It was wonderful to strengthen relationships with both community members and city staff in such a fun and tasty way.

The Ice Cream Social was a great success. Attendance exceeded our expectations, and we ran out of ice cream before we anticipated. Although I couldn't keep an exact count during the continuous rush of scooping, I estimate that about 150 people attended. I can't wait to do this again next summer!

From Ashley Morrison: On July 29th, I held a custom sunglasses bar program. This program was designed for children and teens ages 8-17 to be able to come customize a pair of sunglasses. Participants were able to customize their sunglasses using an assortment of flat back beads, rhinestones, and stickers. Each participant left with a pair of fully customized sunglasses to wear this summer. A total of 11 people attended the program. The program was successful.

Participants enjoyed being able to customize a pair of sunglasses that they could then could wear and take home. I chose to do this program on a Wednesday because the Farmer's Market typically brings in more patrons than we see on a regular day. Unfortunately, it was a rainy day and we had fewer patrons in and out that morning than usual. Overall, the program was successful and enjoyed by those who attended.

Miscellaneous
Ashley Pickett received the Barrier Buster Award as part of the Andrew Carnegie Community Service Award for her continued partnership with NRCIL and all of the ways the library and staff members work to accommodate individuals with disabilities.
I received a $700 grant from the NNYCF Maxine Quigg Women in Business Fund to attend the American Library Association Annual Conference in 2027.

In addition to the submitted report:

- Jamie LaPlaca has also been accepted into the class of 2027 JLI Class through the Chamber of Commerce.

COMMITTEE REPORTS:

- ***Building & Grounds*:**
  The piece of the marble fence out front that was removed has been stored and marked properly by the city. DPW will patch the hole in the driveway.
- ***Finance & Investment Committee*:** Mr. Slater requested a motion to approve a proposal for when a CD rate is ready to expire, that the treasurer can take it upon themselves to research for the best possible rate, and then relock it. Once that is complete, bring the information back to the board. Mrs. Wright moved to approve that the treasurer or assistant treasurer is to choose the best possible rate available and relock all CD's when needed. Mrs. Weldon seconded the motion. Motion carried. Mr. Slater stated the he just relocked the expiring CD at Carthage Savings at the same rate for 6 months. Mrs. Carr to update that information in QuickBooks.
- ***Friends Committee and Liaison report:*** Mrs. Kettrick reported that the book sorting has been happening getting ready for the fall book sale. The ticket sales for the raffle basket are happening every Wednesday at the Farmers Market. She stated that ticket sales are almost at $1,000.00.
  Also, two of the board members attended and had a table at the Hospice/SPCA event. They also sold raffle tickets for the basket, as well as gave out free books to patrons.
  There was not a meeting in August to report.
- ***Policy Committee:*** Mrs. Tarzia reported that there are two new policies to review that were included in the meeting packet. These new policies will be reviewed and put towards a motion at the September board meeting.:
  1. ***Borrowers Library Card Policy – Individuals Experiencing Homelessness or Housing Instability***
  2. ***Lending Rules & Procedures Policy – Checkout Length Policy Update***

NEW BUSINESS:
Approval of the 2025-2026 Report to the Community: Mr. Slater moved to approve the Report to the Community as presented. Mrs. Evans seconded the motion. Motion carried.

Approval of NCLS to deposit money into saving account: NCLS sent over a deposit form to be completed to reinstate direct deposit of funds into the library savings account. Mrs. Evans moved to approve the continuation of the direct deposit and to allow Mr. Bolton to sign the form. Mrs. Weldon seconded the motion. Motion carried.

TASK REVIEW:

1. **Review policies for voting in September.**
2. **Drop your Drawers month – please bring in some drawers!**

MOTION TO ADJOURN: Mr. Slater motioned for the meeting to be adjourned. Mrs. Evans seconded the motion. Meeting adjourned at 4:43pm.
The next meeting of the Board of Trustees will be held on September 8th, 2026 at 4:00pm in the New MakerSpace at the Flower Memorial Library.

Andrea Carr, Recording Secretary