

Stamford Library Association Board Meeting Minutes Monday, July 27, 2026

Members of the board met at the library: *Present:* Trustees Barbara Balliet, Katy Barber-Graves, Katy Clayton, Millie Faulkner, Susan Harwood, John Hubbard, Janet Kirch (on phone), Julie Rockefeller, Linda Stratigos, Mike Teitelbaum, Ellen Thorn; Library Director Erika Eklund; *Absent:* Pat Heath

Call to order: Barbara called the meeting to order at 5:30 p.m.

Minutes: The June 22, 2026, Regular board meeting minutes were approved by trustees who attended that meeting (motion by Linda; second by Mike).

Financial reports: Financial reports were distributed in advance of the meeting.

The **P&L statement** through June 2026 lists an income of \$94,310.86, against an annual budget of \$198,065.00; and an expense of \$100,260.63, against an annual expense budget of \$200,529.00. New Library income was \$772,057.05 and New Library expenses were \$12,839.86.

The **Balance Sheet** as of June 30, 2026, lists total assets at \$5,120,925.24. Millie confirmed that the assets and balance sheet match.

Wayne Bank Business Checking account #2720 statement on June 30, 2026, had a balance of \$32,367.36.

Wayne Bank Investor account #3242 statement on June 30, 2026, had a balance of \$53,450.14, which includes year-to-date interest for 2026 of \$119.45.

Wayne Bank Business Checking (Construction) account #8612 statement on June 30, 2026, had a balance of \$251,932.25.

NBT Wealth Management investment summary through June 30, 2026, lists a market value of \$3,276,430.20. The portfolio percentages include cash equivalents of 6.72, fixed income of 30.90%, and stocks/real assets of 62.38%. The estimated annual income is \$75,242.16.

Millie reviewed bank statements, check sequence, deposits, invoices, and interest income through June and reported on interest and fees. Investor account interest amounted to \$105.23; NBT Wealth Management interest was \$46,557.98; and NBT fees reached \$10,042.52. CD interest reached \$5,831.31.

Millie recommends that we close out the construction account at Wayne Bank and move the funds to a new interest-bearing construction checking account at NBT on August 1 (motion by Millie; second by Mike).

Millie updated the CD history:

6. A CD nicknamed "Robinson Broadhurst 3": June 16, 2026, Robinson Broadhurst grant #3 in the amount of \$200,000 was deposited into the Construction account at Wayne Bank. On June 29, 2026, \$200,000 was withdrawn

from Wayne Bank Construction and invested in a CD at NBT for six months at an interest rate of 3.20% with an APY rate at 3.29% and a maturity date of December 29, 2026.

The board approved both the May and the June financial reports (motion by Millie; second by Barbara).

Library director's report

Erika provided electronic copies to the board in advance of the meeting. In addition to the standard ongoing tasks related to payroll, invoices, spreadsheet recordkeeping, filing, weeding, maintaining an up-to-date website, and 4CLS involvement, the following items were reported.

In addition to her own report, Erika distributed both a programing report prepared by Lindsay and a report prepared by Lex Lanza as campaign development assistant.

Operations

Erika worked with Shivaun Gano through the Delaware County Youth Employment Program to complete the required training, paperwork, and planning to host a summer youth volunteer. Gabe's volunteering at the library spans July 8–August 7, three days per week. He has been assisting with general cleaning, organizing, and program preparation. This is the third summer Gabe has volunteered with us.

Following the May 30 Community Campaign Kickoff Party, Erika created a Building Campaign Spending Report for Katy G to track event-related expenditures.

We received word that our O'Connor Foundation grant request was successful. O'Connor awarded us the full \$98,400 requested to support half of the projected cost of the children's programming area in the new library. We returned the contract on July 1.

We received a \$125 donation from the Schoharie County Home of Ongoing Learning (S.C.H.O.O.L.), which has utilized our History Room for occasional programs throughout the year.

Smoke from Canadian fires caused several staff members to be out sick in July. Erika helped at the front desk so ensure the library was able to remain open for all scheduled hours.

Erika corrected and retyped the lease agreement between the Village of Stamford and the library for Barbara to process; the existing scanned copy contained numerous errors and unreadable characters.

Several general operating invoices had mistakenly been paid from the Construction account. Liz at Evening Star was notified and she corrected the error by transferring the funds back.

The Robinson-Broadhurst Foundation Construction grant had been included in the general Operating portion of the Profit and Loss report. Erika notified Liz,

who corrected the financial reports by moving the \$200,000 into the Construction budget.

Erika modified and submitted to the Village the park-use permit form for Cornell Cooperative Extension's mobile "PowerHouse" exhibit for the September 19 visit.

Erika met by phone with Lex Lanza to discuss building campaign details and update the PayPal QR code and donation link.

The laptop ordered for Lex from 4CLS has not yet been delivered from the seller. Once it arrives, 4CLS Automation will begin its setup process.

Weeding of the adult fiction continues. Enough space on the back wall has been reclaimed to expand our large print collection to accommodate a substantial donation of large print books received in late June. (Those books are currently being stored in Erika's office along with materials for our upcoming book sale.) Weeding has helped refresh the appearance of the collection and made it easier to add and locate newer and more popular titles.

We received a large donation of pre-packaged craft supplies and craft kits that had originally been prepared by a library on the West Coast and later collected by an individual who donated them to us. We retained items that would benefit our collection and repackaged damaged kits so they could be redistributed to our patrons.

Programs and Outreach

Erika completed website listings and continues social media promotion for the Summer Reading program, including the self-led Adult Book Bingo Challenge, the children's Summer Reading Challenge, and the visit from Repco's Prehistoric World. Repco's program on July 11 was well received.

Approximately 120 children visit the library each week during the summer.

Ongoing programs include Little Ones Storytime, Large Print Book program, Night Owl Book Club, Book Journaling, Garden Group, Writers Circle, Adult Literature Group, and Dungeons & Dragons Game Night.

Committees

Fundraising

Susan provided an update on the fundraising musical event with Roger Greene to be held at her home in October. Invitations to include MURAL and Friends of Music.

Construction

Linda reported that New York Forward 2027 grant awards have yet to be announced. We will ask Paul Mays what elements can be broken out since we cannot build before the funding is announced. There is no match required for nonprofits. Meetings, listed on the Village website, are open to the public.

Linda reported that geothermal plans are moving ahead. There will be six geothermal wells under the parking lot. If the first well is fine, then the others will be drilled.

The topographical survey has been completed.

Later alternatives to be considered include monitoring the upper windows, reading garden, extension to the parking lot.

We're concerned about keeping the maximum occupancy under 300 to avoid needing a sprinkler system.

The Construction Committee will be having monthly meetings with Paul Mays. He anticipates that we will need about \$170,000 for the next six months.

Old business

Millie has been receiving feedback about the plaque to be prepared for Stephanie. Among other things, we'd like it easier to read than the samples provided.

New business

Gilboa Historical Society boutique on Sunday, November 15: GHS has offered the library free vendor space, which we have accepted. Erika says she has library swag for the occasion.

If we are going to participate in NYPA's annual tree event, we must provide ideas for a theme or plan the construction.

We'd like to buy a space ad in the Mountain Eagle, which does so much for the library.

Adjournment: The meeting was adjourned at 6:20 (motion by Mike; second by Linda).

Upcoming meeting

Monday, August 24, 2026, at 5:30 p.m.: Regular board meeting

Respectfully submitted,
Ellen Thorn, Secretary