

Stamford Library Association Board Meeting Minutes Monday, May 18, 2026

The board met at the Western Catskills meeting room: *Present:* Trustees Barbara Balliet, Katy Barber-Graves, Katy Clayton (via speakerphone), Millie Faulkner, Susan Harwood, Pat Heath, John Hubbard, Janet Kirch, Julie Rockefeller, Stephanie Rubin-Ruquet, Linda Stratigos, Mike Teitelbaum, Ellen Thorn; Library Director Erika Eklund; Russell Antonacci (NBT Wealth Management) (left 6 p.m.).

Call to order: Barbara called the meeting to order at 5:15 p.m.

Russell Antonacci distributed updated financial reports to the board. He reported being diversified because the market isn't doing what is expected. The current market value of the SLA account is \$3,268,130. Cash equivalent = 6.02%; fixed income = 34.79%; stock/real assets = 59.19%. The value is up \$413,000 since May 1, 2025 (but we took \$87,640 in disbursements and paid \$19,682 in fees).

Minutes: The April 27, 2026, Regular board meeting minutes were approved by trustees who attended that meeting (motion by John; second by Millie).

Financial reports: Financial reports from Erika and from Millie were distributed in advance of the meeting.

The **P&L statement** through April 30, 2026, lists an income of \$39,650.12, against an annual budget of \$198,065.00; and an expense of \$67,120.09, against an annual expense budget of \$200,529.00. New Library income was \$569,430 and New Library expenses were \$1,787.13.

The **Balance Sheet** as of April 30, 2026, lists total assets at \$4,887,612.82. Millie confirmed that the assets and balance sheet match.

Wayne Bank Business Checking account #2720 statement on April 30, 2026, had a balance of \$9,055.51.

Wayne Bank Investor account #3242 statement on April 30, 2026, had a balance of \$63,420.80, which includes year-to-date interest for 2026 of \$90.11.

Wayne Bank Business checking (construction) account #8612 statement on April 30, 2026, had a balance of \$654,491.77.

NBT Wealth Management investment summary through April 30, 2026, lists a market value of \$3,242,709.96. The portfolio percentages include cash equivalents of 2.95, fixed income of 38.20%, and stocks/real assets of 58.85%. The estimated annual income is \$80,849.14.

Millie reviewed bank statements, check sequence, deposits, invoices, and interest income through April 30, 2026, and reported on interest and fees.

Investor account interest amounted to \$90.11; NBT Wealth Management interest was \$46,557.98; and NBT fees reached \$6,643.20.

CD history: Millie updated the history of SLA's CDs:

On May 10, 2026, a CD nicknamed "Robinson-Broadhurst CD," matured with an earned interest of \$4,578.59. The original principal (\$250,000) and earned interest (\$16,637.10) were rolled into another CD for a six-month term at a 3.2% interest rate with an APY of a 3.29% rate and a maturity date of November 11, 2026. The total amount of CD invested on May 10, 2026, was \$266,637.10.

A second CD, nicknamed "Robinson-Broadhurst 2," matured on May 10, 2026, with an earned interest of \$3,542.26. The original principal (\$200,000) and earned interest (of \$6,285.86) were rolled into another CD for a six-month term at a 3.2% interest rate with an APY of a 3.29% rate and a maturity date of November 11, 2026. The total amount of DC invested on May 10, 2026, was \$206,285.85.

On April 24, 2026, \$569,430 from the DLD grant was deposited into the Construction Account at Wayne Bank. On May 10, 2026, \$400,000 was withdrawn from the Construction Account at Wayne Bank and invested in a CD at NBT Bank. Nicknamed "DLD Geothermal Grant," this CD is for a six-month term at a 3.2% interest rate with an APY of a 3.29% rate and a maturity date of November 11, 2026.

The matching funds needed for grants are covered by the contents of our CDs.

The financial report was approved (motion by Linda; second by Ellen).

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.

Operations

Erika worked with Steve Bachman at 4CLS to update the trustee email distribution list and ensure that all trustees are receiving information regarding training opportunities, advocacy updates, and other 4CLS communications.

We have agreed to host a student worker once again through the CDO Workforce Youth Employment Program this summer.

We received and deposited a Local Library Services Aid (LLSA) check for \$152.89 and Utica National Insurance Group dividend checks for \$478.95.

Erika deposited a tax levy check for \$10,106.76 received from Stamford Central School on May 8 after the original check was returned for correction.

Erika generated a new QR code and web link for the Building Project-specific PayPal account and forwarded them to the trustees. She also worked with PayPal to update the fundraising account, connect it to the construction account, and applied for charitable status.

Erika created a media contact list, including newspapers, radio stations, and

the MTC Public Information Channel, which Janet can use for press releases.

Erika scanned, forwarded to Millie, and filed three CD maturity notices from NBT Bank and Wayne Bank.

Erika submitted an invoice from Race Printing for the May 30 invitation printing to the construction account after discussing the appropriate budget line with Millie. She looks forward to working with the new Campaign Coordinator, Millie, and committee chairs to establish clear procedures for separating construction-related expenses from general operating purchases.

Erika created a Google Meet link and worked with Katy and Pat to interview candidates for the Campaign Coordinator position, including three in-person interviews and two virtual interviews. We were very pleased with the strength of the candidates and have identified a first-choice candidate.

Erika continues to weed books from the collection, creating much-needed space within the stacks and improving the browsing experience throughout.

Erika is working on creating a 2025 annual report for the community using information and statistics from our Annual Report to New York State. She added a message from the director and worked to make the report feel fresh, welcoming, and impactful. The report was shared with trustees for review before being distributed through social media, our website, and within the library.

We were intermittently without restroom access for several days this month while work was completed on the septic system beneath the building. The toilet is functioning much better following the repairs, although the sink continues to drain very slowly. I have spoken with Jessie, who said he will look at both the sink and the leaking office windows as time permits.

While exploring options to fulfill our need for a projector, Lindsay learned that her brother had an unused Optoma projector available for donation. It turns out to be an excellent model with 3D capabilities. We have already been able to use it during the Seed to Supper series with Cornell Cooperative Extension, and Karen is looking forward to incorporating it into her history presentations.

Erika ordered two additional heavy-duty display stands for use during the May 30 event. These stands should also prove useful for future library displays, events, and outreach efforts.

Programs and Outreach

The Trail Tale featured along the route of the Stamford 5K and Fun Run was again a great success and received excellent feedback through the notebook left in the waterproof box at the end of the trail from individuals who stopped in to share how much they enjoyed the experience and from families participating in Wednesday Storytime, members of the Stamford homeschool group, and many others. We look forward to creating a new Trail Tale next year.

Erika shared a Save the Date announcement for the May 30 Community Campaign Kickoff Party on our social media pages, website, and throughout the library using the image created by Julie.

Erika created and shared a wrap-up post for this year's Neighborhood Forest tree giveaway program, which received very positive engagement online.

Erika coordinated with local organizations receiving Stewart's Holiday Match funding, as well as Jenn from Stewart's Shops, to organize ceremonial check presentation photographs at the library, which were later shared on social media.

Erika and Lindsay met with Kristin Stevenson to discuss possible collaborations and review each organization's annual programming schedule. Our goal is to develop impactful collaborative programming while supporting and elevating one another's offerings and minimizing overlap or duplication of services. It was very productive and generated promising ideas.

Recent and upcoming programs: May 13: Paws & Pages reading time; May 13: S.C.H.O.O.L. Program with Carol — Numerology; May 16: Annual Plant Swap & Tea Party; through May 19: "Seed to Supper" gardening series with Cornell Cooperative Extension; May 20: NY Power Authority "Solar Bugs" Program for Stamford CROP Kids; May 30: Community Campaign Kickoff Party.

Ongoing programs:

- **Little Ones Storytime** — Wednesdays at 10:30 a.m.; participation continues to grow, with more than 20 children and caregivers attending recent sessions.
- **Large Print Book Program** — First Friday of each month at 1 p.m. at Robinson Terrace Pavilion; participation averages 5–8 individuals monthly, with enthusiastic discussions and strong circulation.
- **Night Owl Book Club** — Fourth Tuesday of each month at 4 p.m.; participation averages 4–6 attendees monthly.
- **Book Journaling Group** — Second Tuesday of each month at 4 p.m.; participation averages 2–4 attendees monthly.
- **Garden Group** — First Monday of each month; participation averages 4–10 attendees monthly.
- **Writers Circle** — Second Monday of each month; May participation: 7 attendees.
- **Adult Literature Group** — Second Friday of each month at 10 a.m.; participation averages 4–8 attendees monthly.
- **Dungeons & Dragons Game Night** — First, third, and fifth Thursdays of each month from 6–9 p.m.; participation averages 4–8 attendees monthly.

Committees

Library advocacy

Julie talked about the supportive Stamford library community.

A list of local businesses was distributed. We will want to make an additional list for the Greater Stamford area businesses.

We will maintain a list of naming opportunities.

Linda reported that Western Catskills will give us a list of local corporations.

Fundraising

Pat described plans for the May 30 party at the new 139 West Main space. Tent and tables are coming. Invitations were prepared for public servants and are being posted around the community and on social media sources. Planned: speeches, food, identifying various library spaces, baby goats to interact with, Janet's puppets, door prizes. Stewart's will provide ice cream and drinks. Press releases are being prepared to celebrate the event. The landscape architect will have florals set up around the area. The tent will provide a walk-through floorplan of the new space. Copies of Erika's community info and of Julie's flyer will be available as handouts. Lanyards with ID tags will identify trustees and staff. Someone will collect donations. Dogs on leashes will be admitted.

Construction

Linda has worked on the changes to the Paul Mays BRM (Butler Rowland Mays) contract, which has been sent to him.

Groundbreaking is planned for Spring 2027.

Finance

Millie needs to reach out to Tony Manzanero and Linda to Paul Mays regarding specific recordkeeping aspects for tracking the funding and donations. Lex Lanza will be included in the details (regarding restricted funds, etc.).

New business

Campaign Assistant: The board voted (motion by Barbara; second by Stephanie) to approve the recommendations that we hire Lex Lanza as an information professional at \$23.50 per hour for 10–15 hours per week with the understanding that the amount of time will change. She would be ready to start immediately.

Credit card: The board approved (motion by Barbara; second by Pat) to get a credit card with a \$1,000 limit for small purchases.

Donor Perfect: The board approved (motion by Pat; second by Barbara) to purchase Donor Perfect for a two-year period for \$1,598.40 per year. (A two-year purchase includes two additional months for free.)

Adjournment: The meeting was adjourned at 7:02 p.m. (motion by Barbara second by Millie).

Upcoming meeting

Monday, June 22, 2026, at 5:30 p.m.: Regular board meeting

Respectfully submitted,

Ellen Thorn, Secretary