

Minutes of the Stamford Library Association Meeting, Tuesday, May 27, 2025

Board meeting at Stamford Library: *Present:* Trustees Barbara Balliet, Katy Barber Graves, Katy Clayton, Millie Faulkner, Susan Harwood, Pat Heath, John Hubbard, Stephanie Rubin-Ruquet, Linda Stratigos, Mike Teitelbaum, Ellen Thorn; Director Erika Eklund; *Absent:* Janet Wenner

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

Minutes: The April 28, 2025, Regular board meeting minutes were approved by trustees who attended that meeting (motion by Barbara; second by Millie).

Financial reports

Financial reports were distributed in advance by Erika and by Millie.

The **P&L statement** January through April 2025 lists an income of \$43,398.23 against an annual budget of \$168,898.00; and an expense of \$71,068.73 against an annual expense of \$195,434.10.

The **Balance Sheet** as of April 30, 2025, lists total assets at \$3,932,283.53. Millie confirmed that the assets and balance sheet match.

Wayne Bank Business Checking account #2720 statement on April 30, 2025, had a balance of \$21,112.01. **Wayne Bank Investor** account #3242 statement on April 30, 2025, had a balance of \$57,567.38, which includes interest for 2025 of \$72.75. **Wayne Bank Business checking (construction)** account #8612 statement on April 30, 2025, had a balance of \$251,340.63.

NBT Wealth Management investment summary through April lists a market value of \$2,934,457.36. The portfolio percentages include cash equivalents of 10.36%, fixed income of 43.52%, and stocks/real assets of 46.12%. The estimated annual income is \$92,122.11.

Millie reviewed bank statements, check sequence, deposits, invoices, and interest income through April, and reported on interest and fees. MM year-to-date interest amounted to \$72.75; NBT Wealth Management interest was at \$46,148.82; CD maturity interest totaled \$3,108.87; ME total was \$49,330.44; and NBT fees reached \$6,297.43.

Millie provided a history of our recent CD transactions.

(1) The first CD ("Juried CD") was invested from a \$250,000 donation into Wayne Bank in January 2024, which earned \$7,071.26 at maturity in August 2024. Interest was deposited into Construction account at Wayne; original investment of \$250,000 was rolled into another CD at Wayne with maturity in May 2025.

(2) A second CD ("Robinson Broadhurst CD") was from a \$200,000 Robinson

Broadhurst donation, a \$11,150 Dalpe estate donation, a \$35,857.63 from closing Homestead Funds Construction account, and partial funds from earned interest on the first CD, resulting in \$250,000 invested in a CD at NBT in August 2024. This earned \$4,111.28 at maturity in December 2024. Original principal and interest were rolled into another CD, which matured in April 2025, having earned \$3,138.04 in interest. In April 2025, the original principal and interest — \$257,249.32 — were rolled into another CD with a maturity date in October 2025.

(3) A third CD (“DLD grant CD”) of \$218,000 was invested at NBT with a maturity date of April 2025; the money — \$218,661 — had come from the Construction account at Wayne Bank, which had been deposited in December 2024). At its March 2025 meeting, the board decided that these funds would be needed for site clearing for the new library and so would not go to purchase another CD upon maturity. A check for \$221,108.87 was thus deposited into the Construction account at Wayne Bank.

The report was approved (motion by Barbara; second by Stephanie).

Library director’s report

In advance of the meeting, Erika distributed a report electronically. 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

The annual report to the community was finalized in April and added to the website, shared on social media, and multiple copies were made available in the library.

Evening Star has adjusted the checks so that appropriate rent on the new lease goes to the Village each month.

The library purchased a membership to the ALA (American Library Association) for \$190.

We’ve prepared documents for the permitting process.

We have prepared printed copies of our Library Use Guidelines and Patron Computer Policy with space for patrons to sign copies. The timing was appropriate for a patron whose six-month ban recently expired.

Four County Library System’s Steve Bachman informed us that unclaimed construction aid funds could be added to our 2024 HVAC application. The total request is now \$632,700, with a required \$70,300 local match.

Erika submitted two separate grant requests to CORE Values, Inc. this year. One involved a request for general library support (with a focus on growing our Library of Things and shelving our newly organized EZ readers) to \$2,000 from the previous award of \$1,500. The second request is in the amount of \$700 to support pre-construction costs, including architectural and engineering fees, donor management and legal assistance, and permitting fees.

Programs and Outreach

The Summer Reading Program's theme this year is Color Our World and will focus on all things artistic. We will partner with Julie Rockefeller and the Hobart Book Nook again and will provide appropriate books for children to select when they register. We'll bring back the Adult Book Bingo Challenge and encourage local businesses to donate to the prize baskets. Other summer community events include a magician, a tie-dye party, and a visit from PBS Kids.

The library renewed the NYS Empire Pass, which allows patrons to gain free access to NYS parks and beaches throughout the 2025 season.

We've been weeding and reorganizing our Easy Reader collection to make it more user friendly. As a result, we've created a new section for independent reader chapter books.

We reached out to the DEC, which sponsors a program called I Fish NY, which will send us five spin casting combo rods, bobbers, hooks, and brochures on freshwater sportfish, knot tying, casting and fishing regulations to share with the public. These items will join our growing Library of Things, which already includes digital storytelling devices, games, a mobile hot spot, telemedicine kit, binoculars, and a telescope.

We are considering purchasing a portable pickleball set, sewing machine, and maybe even a stud-finder for our Library of Things once we figure out storage space and funding.

We held our fourth annual Plant Swap and Tea Party on May 17 with a robust and enthusiastic turnout. More than 60 community members joined us that day, many decked out in their tea party finery. The event drew both loyal and new patrons.

We will host the Stamford Library Writers Circle for a reading and official book release event on May 31, which will include light refreshments.

We hosted a Paws and Pages event in May and welcomed two certified therapy animals — Aster the dog and Pepper the rabbit — into the library. We had three little patrons come in to snuggle and read to our animal visitors. We hope to repeat this program monthly.

Committees

Building (planning, plant, resources): Linda (chair), Barbara, Pat, John, Mike

There will be a public meeting on June 11 before the Stamford Village Planning Board at the Village Hall at 6:30 to discuss the site clearance plan with local and county personnel. We expect much of the site clearing to be done this summer. Katy B will invite two new neighbors to attend who have expressed that they're in favor of a two-way street for library access.

The board voted (motion by Stephanie; second by Mike) to approve anticipated payments between board meetings when needed. The committee will inform the treasurer, with paperwork going to Erika.

Fundraising: Mike (chair), Millie, Pat, Stephanie, Janet

Pat and Katy B will get in touch with Matt Blumenfeld at FDA to discuss the role of the Donor Perfect database. Pat will supply batches of up to 200 names at a time. Our hope is to have a targeted list of donors in the fall, when we intend to “make a big splash.”

Stephanie wants it known that she fundraises for several groups.

New business

Audit: Erika raised the issue of conducting an audit, something we haven’t done since 2020. The board voted (motion by Stephanie; second by Katy B) to ask Tony Manzanero, of Mosert, Manzanero & Scott in Oneonta — who has done previous audits for us — to perform the audit. Millie will follow up.

Selection Policy: Erika provided a draft of a proposed policy for Library Materials Selection and asked trustees to review and consider for adoption at our June board meeting.

Adjournment: The meeting was adjourned at 6:27 p.m. (motion by Katy B; second by John).

Upcoming meetings and events

Tuesday, June 23, 2025, at 5:30: Regular board meeting

Saturday, July 12, 2025: Jefferson Heritage Day; SLA will have a table and will provide information about our new library plans

Respectfully submitted,
Ellen Thorn, Secretary