

## **Stamford Library Association Board Meeting Minutes Monday, December 15, 2025**

At Stamford Library: *Present:* Trustees Barbara Balliet, Katy Clayton, 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 *Absent:* Katy Barber-Graves

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

**Minutes:** The November 24, 2025, Regular board meeting minutes were approved by trustees who attended that meeting (motion by John; second by Linda).

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

The **P&L statement** January through November 2025 lists an income of \$201,655.92 against an annual budget of \$168,898.00; and an expense of \$178,492.38 against an annual expense budget of \$195,434.10. New library income totaled \$231,425.00 and new library expenses totaled \$181,368.45.

The **Balance Sheet** as of November 30, 2025, lists total assets at \$4,291,694.94. Millie confirmed that the assets and balance sheet match.

**Wayne Bank Business Checking** account #2720 statement on November 28, 2025, had a balance of \$7,722.00.

**Wayne Bank Investor** account #3242 statement on November 28, 2025, had a balance of \$96,748.11, which includes year-to-date interest for 2025 of \$171.44.

**Wayne Bank Business checking (construction)** account #8612 statement on November 28, 2025, had a balance of \$86,848.90.

**NBT Wealth Management** investment summary through November lists a market value of \$3,200,895.53. The portfolio percentages include cash equivalents of 6.98%, fixed income of 37.23%, and stocks/ real assets of 55.79%. The estimated annual income is \$84,458.98.

Millie reviewed bank statements, check sequence, deposits, invoices, and interest income through November, and she reported on interest and fees. MM year-to-date interest amounted to \$171.44; NBT Wealth Management interest was at \$87,230.86; CD maturity Y-T-D interest totaled \$15,860.59; ME total was \$103,262.89; and NBT fees reached \$17,669.19.

The financial report was approved (motion by Millie; second by John).

### **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 provided the board with a summary of staff wages.

Erika provided the board with a 2026 budget draft, which includes a Total Income of \$168,065.00 and a Total Expense of \$196,108.60.

After discussion and review of the budget draft, the board voted to approve the recommendations (motion by Millie; second by Ellen) for staff raises.

The village's snow removal sidewalk machine cannot turn around on our walkway, but the superintendent of public works said they would do what they could for the library's patrons, including making a curb cut. (The weather has already forced us to close for one full day and close early on two occasions.)

Erika has been monitoring magazine circulation and canceling those with low circulation (i.e., *Highlights*, *Conde Nast Traveler*, *Vanity Fair*).

Processing donations has been time-consuming. As of this meeting, we received \$4,350 through 65 donations — 11 from first-time supporters!

We received a check for \$1,000 from Wells Fargo Clearing Services, which we will deposit this week.

Erika took part in the New York Forward tour with the Village in December.

Erika has filed final reports on the 2025 4CLS minigrant for the guitar series and the 2025 Arts grant for Megan's youth sewing program.

Erika has been preparing a Stewart's grant. She is also working on a 2026 Roxbury Arts Group grant to expand the Guitar in the Mountains series with Drew Azzinaro into more classes at various experience levels.

Erika will be on vacation January 2–10.

Barbara asked for confirmation that the library's lease on the Churchill Building was up to date.

### **Programs and Outreach**

We have been decorating the library and we've been displaying holiday movies and books, which increases their being checked out.

We have been collecting food and children's books donated by our patrons for the Christmas Feeling Fund and sharing photos of same on social media.

Our Christmas Animal Ornament silent auction raised \$206.

Our Draft-Stopper Workshop was well attended.

The December 12 Christmas party included ornament making, letters to Santa, stories with Mrs. Claus, cookies and cocoa, and caroling.

Upcoming activities include listening to local author William Simmons read for Christmas Frights on December 19.

**New Library Building Project**

Linda reported on the visit related to the New York Forward grant committee when it toured the Village. New York State — not the Village — will determine the allocation of funds given for the library and each other project within the grant.

**Committees****Building (planning, plant, resources):** Linda (chair)

To date, we've received 92 survey responses. Linda has passed them along to Don VanEtten at the Robinson Broadhurst Foundation.

**Fundraising:** Mike (chair)

The Stamford Business Alliance took a bunch of survey cards to distribute among its members.

We plan to reach out to Paul Mays in January about the value of working with Financial Development Agency (FDA).

Linda will forward the information about the possible donation of a house to John for his suggestions on how to follow up.

The committee will follow up with Home Depot in Oneonta about possible benefits.

**Old business**

Evening Star informed the board that library payment of a medical insurance premium for our full-time library director would be considered a salary increase on which taxes would be withheld. The board agreed that Barbara and Erika would explore other options with other 4CLS Association libraries (motion by Stephanie; second by Barbara).

**Executive session**

The board went into Executive session at 6:05 to discuss two staff issues.

Trustees ended the Executive session at 6:15.

**Adjournment:** The meeting was adjourned at 6:16 p.m. (motion by Janet; second by Mike).

**Upcoming meeting**

Monday, January 26, 2026, at 5:30 p.m.: Regular board Erika meeting

Respectfully submitted,

Ellen Thorn, Secretary