

Manlius Library Board of Trustees
~ Meeting Minutes, May 15, 2025 ~

Trustees Present: Kim Kutzer (President), Brian Lee (Vice President), Bonnie Buelow (Secretary), Bruce Ruppert (Treasurer), Charlie Collins, Katie Brice, Kevin Fletcher, Peter Pfeiffer; Angela Voninski; Jon Yard (zoom); Corry Derschang and Jaclyn Sisskind

Librarian Staff Present: Alyssa Tassone, Library Director; Marcia Short, Operations Manager; and Phoenix DuFore, Teen Librarian and Social Media coordinator

Additional Participants: Rob Oley, Liason between Manlius Village and Manlius Library

President's Report:

Board President, Kim Kutzer, brought the meeting to order at 4 o'clock.

Next, the March 2025 minutes were approved. Thank you, Kerstin Spina, for taking the minutes last month!

Immediately following the acceptance of the minutes, Rob Oley was introduced. Oley is fulfilling a new role as a liaison between the Manlius Village and Manlius Library. Rob has just started his third year as a village trustee. Welcome Rob.

Rob shared with the Board that the number one way the community receives information is through the library. Kudos to the fine communication that the Manlius Library provides to our patrons and village!

Then, Phoenix DuFore, Teen Librarian and Social Media Coordinator explained her roles with the Manlius Library. Phoenix works tirelessly to make the teen section a contemporary, diverse and inviting space for our interested youth.

Several years ago, she started a Teen Council. Currently, she has twelve members. The Teen Council meets most every month to share their ideas about programming, prizes, movies and other materials of interest to teens. In addition, they use the time to destress from school and munch on any good foods brought to the meeting!

For the past year, DuFore has taken over the Social Media role for the library. Her most recent Social Media includes Staff Spotlights. These Spotlights have been well received as the patrons and staff are making great connections with one another, especially with their book connections.

Last, Phoenix is an asset to the Manlius Library Scholarship Committee. It is a scholarship for high school seniors within the Manlius community. Members of the Teen Council and volunteers receive additional recognition with their applications. Applicants are also expected to share what is still a need for teens at the library. This is a great way for both the board and the Teen Librarian to learn of their needs, dreams and hopes for youth at the library.

Approval of the President's Report:

Accepted: Charlie Collins

Seconded: Brian Lee

All voted in favor, and the motion passed.

Treasurer's Report:

Treasurer, Bruce Ruppert, stated to the Board that we are in the midst of an annual audit. Once the report is complete, he will release all the information.

In regards to budget, the library is tracking well.

Last, all of the Board's new members - Peter Pfeiffer; Angela Voninski; Jon Yard and Corry Derschang - have been trained with the financial details. Thank you Bruce!

Directors' Report:

Recently, Director, Alyssa Tassone, attended a Fayetteville-Manlius superintendent's meeting with community seniors. Discussions led to the upcoming budget vote. At that time, seniors shared that it's equally important to vote for the library too. It is always great to hear the impact that the library has on the variety of ages within Manlius.

Tassone also reported that the library's Earth Day Clean Up was a raging success. In all, volunteers - library staff and Board members - filled 25 bags of garbage! The library even made the cover of the *Eagle Bulletin*! In addition to collecting garbage, 110 trees were given away! Neighborhood Forest partnered with the library for this endeavor.

As Mother's Day approached, Manlius experienced, first hand, a story with a happy ending! A mother duck was reacting loudly over a grate with a few of her ducklings nearby. With a closer look, the remaining ducklings had fallen through the grate; yikes! The fire company was called. All the ducklings were safely returned to their mother!

The Farmers Market season has begun! Every 2nd Thursday of the month, the Manlius Library staff will be present. While there, they will give away books; complete library card forms; have a spin wheel for give-aways; answer any questions; or are there to just say hi!

Over the past few weeks, the Employee Handbook has been updated and approved.

Motion to Approve the updated Employee Handbook

Accepted: Katie B.

Seconded: Bruce R.

As garden season is approaching, the library has been in touch with Greenscapes. Manlius Library has received construction aid through New York State grants - NYS covers 90%! The library's goal is to have a low maintenance and enjoyable garded for all!

At 5:00, President Kutzer officially adjourns the meeting.

Our next Board Meeting and Annual meeting takes place Thursday, June 26 at 4 p.m.

Motion to Adjourn

Accepted: Charlie Collins

Seconded: Corry Derschang

All voted in favor, and the motion passed

Best,
Bonnie Buelow, Secretary

DRAFT