

**MANLIUS LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**January 15, 2026**  
**Minutes**

**Trustees Present: Bruce Ruppert, Brian Lee, Charlie Collins, Katie Brice, Angela Voninski, Corry Derschang, Peter Pfeiffer, Jaclyn Siskind, Jon Yard**  
**Absent: Bonnie Buelow, Kevin Fletcher, Kim Kutzer**  
**Library Staff: Alyssa Martin, Marcia Short, Kerstin Spina**

**I. President's Report:**

Vice President Brian Lee called the meeting to order and reviewed the minor changes to the November 2025 Meeting Minutes. The minutes were then approved.

a. Approval of November 2025 Meeting Minutes

Accepted: A. Voninski

Second: C. Collins

All voted in favor, and the motion passed.

**II. Vice President Lee then moved to the Director's report saving the Treasurer's Report for an Executive Session following the regular meeting.**

**III. Director's Report:**

Director Martin shared the Annual report to the public calling attention to a few statistics worth mentioning. Manlius patrons saved in excess of \$3.7 million in borrowing from the library's vast collections. Several important areas such as number of visitors, new library cards, reference questions and programming have all significantly increased. The final report is in the process of being prepared for publication.

a. Approval of the Annual Report

Accepted: C. Derschang

Second: A. Voninski

All voted in favor, and the motion passed.

The Annual Fund Drive campaign was successful having received \$20k in donations November through December, 2025 and so far, \$3k in January this year. There have been countless positive remarks in the comment section of the donation form which have been very rewarding for the staff.

Programming Librarian Laura Major has been invited to appear on Syracuse's Channel 9 Bridge Street program on January 31<sup>st</sup>, 2026 where she will discuss the

Syracuse International Film Festival event on February 19<sup>th</sup> being held at the library.

There are plans underway to improve the location of the outdoor book drop that is currently behind the building. The cement slab will be renovated to accommodate the wide variety of vehicles accessing the book drop which has been an ongoing issue for a number of our patrons.

The library has been notified that it has been awarded an annual unrestricted grant in honor of the Ethel Skinner foundation which will begin in May. No other information is available at this time as the grant has yet to be finalized.

Questions and comments were then entertained. Katie Brice inquired as to the status of our ESL program that had been part of BOCES held at the library. To date it has been determined our area does not warrant continuing the program. Director Martin reassured the board that the library is looking for alternatives such as the English Conversation program currently held weekly. It was also noted that the PAWS reading program should be continued.

#### **IV. New Business:**

Director Martin provided an update on the courtyard project. The survey was reviewed followed by a meeting with the Mayor to discuss next steps. Director Martin has requested the village provide additional information found in the site work package done prior to the library expansion. Both parties would like the project to move forward in a timely manner.

2026 Committee Review: the board members have been asked to review the current committee listing and attempt to participate on a minimum of two going forward. In preparation for the March Annual Meeting, please contact Kim and Brian if: (a) You are interested in changing committee participation (b) You no longer wish to be an officer (c) You are interested in taking on an officer position. Please also contact Kim if you know of any individuals interested in being a member of the board. We will need two new Trustees in 2027.

Vice President Lee announced the next meeting will be held Thursday, March 19<sup>th</sup> @ 4:00 pm which is the annual meeting.

Immediately following the regular meeting an Executive Session was called to order by Vice President Brian Lee.

**Treasurer's Report:**

Bruce Ruppert, Board Treasurer, presented the report to the board. The full year financials are complete. They are subject to any final year-end adjustments that will be supplied by our auditors as part of the annual audit process that will begin soon. For the full year of 2025 revenues ended up over budget by \$43k. Donations were \$15k over budget and interest revenue was \$26k over budget. On the expense side, we ended the year with expenses being \$24k under budget. Kudos to both the staff and the Board for this accomplishment. The café even ended the year in a better-than-break-even position, making \$1800 for the year. The year-end balance sheet was also included in the packet. Our investment account will be marked to market. That is one of the auditors adjusting entries. The library's outstanding bond debt scheduled for final payment in 2029 was paid off, four years early, in December 2025 resulting in a zero balance on our Balance sheet for Bonds Payable.

Notably you will see no dollars in the balance sheet related to debt since we are now debt free. As always, our financials will be audited. That process will start soon with the goal of being completed and filed in May. This way the audit results can be discussed at the June board meeting.

The library has enjoyed ten years of excellent financial success, continually running with positive net revenue due to diligence with expenditures.

**Finance Investment committee report:**

Another quarterly investment review was held prior to this board meeting with our Investment Advisor. Our two investment account funds have performed well beyond expectations with yields 17-19%. These accounts are considered long-term investments, however, could be liquid if needed. The committee agrees with our plan and feels we are implementing a successful strategy.

- a. Approval of December 2025 Treasurer's Report

Accepted: J. Sisskind

Second: C. Collins

All voted in favor, and the motion passed.

**Motion to Adjourn-**

Accepted: P. Pfeitter

Second: B. Ruppert

All voted in favor, and the motion passed.

Minutes prepared by Kerstin Spina, Business Manager.

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