

***Manlius Library Board of Trustees***  
**~ Meeting Minutes, March 19, 2026 ~**

**Annual Meeting**

**Trustees Present:** Kim Kutzer, President; Brian Lee, Vice President; Bonnie Buelow, Secretary; Bruce Ruppert, Treasurer; Charlie Collins; Katie Brice; Angela Voninski; Corry Derschang; Peter Pfeiffer and Jaclyn Sisskind

**Trustees Absent:** Kevin Fletcher; Jon Yard

**Librarian Staff Present:** Alyssa Martin, Library Director and Kerstin Spina, Business Manager

**President's Report:**

Board President, Kim Kutzer, promptly called her last meeting to order. At this time, new officers were nominated and approved. Kim Kutzer was thanked for her endless efforts as Board President, and now Brian Lee will take on this role. Bruce Ruppert also was congratulated for his amazing details as treasurer. Kevin Fletcher will now oversee this role. Bonnie Buelow will continue as secretary, with Corry Derschang as VP.

**Approval of Officers Accepted:**

Accepted: Angela Voninski

Seconded: Jaclyn Sisskind

All voted in favor, and motion passed.

**March Meeting**

**Trustees Present:** Brian Lee (President); Corry Derschang (Vice President); Bonnie Buelow (Secretary), Charlie Collins, Jaclyn Sisskind; Peter Pfeiffer; Angela Voninski; Katie Brice

**Trustees Absent:** Kevin Fletcher (Treasurer); Jon Yard

**Librarian Staff Present:** Alyssa Martin, Library Director and Kerstin Spina, Business Manager

**Public Present:** Kim Kutzer; Bruce Ruppert

**President's Report:**

Immediately following the Annual Meeting, newly appointed Board President, Brian Lee, called his first meeting to order. At this time, the January Minutes were approved. A January Minutes item that was further discussed was the outside book drop towards the back of the building. Later in the season, the book drop will be moved, but not dropped.

**Approval of January Minutes:**

Accepted: Bonnie Buelow

Seconded: Jaclyn Sisskind

All voted in favor, and motion passed.

**Treasurer's Report:**

Due to Kevin Fletcher's absence, former Treasurer, Bruce Ruppert, shared his last report:

**Financials**

Just as a review. When we started our investment account almost two years ago, we started with \$500K in equities and \$500K in fixed assets (Treasuries, CD's, etc). The equity portion remains untouched, has grown nicely and despite the recent issues (war with Iran), it is holding up well.

The \$650K we have in fixed income includes some money we put into the investment account on a temporary basis to earn a better return. Kerstin will need some of that back for operating needs later in the year. We also paid off all our debt last December and this will impact our fixed asset balance as well depending on how much money Kerstin needs for operating expenses between now and October. Finally, if we advance monies for the garden project, this will have to come out of this money. The good news is we have \$500K in CD's maturing in the next 45 days at which time we can decide what our financial needs are and make the appropriate decisions. I do expect when the dust settles, we will still have some money left in the fixed asset portion of our investment account, plus, all of our equity portion.

Once we know the impact of Kerstin's operating expense needs between now and October; and what we may have to advance on the garden project, the treasurer can lay out a complete cash flow statement.

Also Bruce shared that the library has been on budget during 2026's first 2 months, even with the electric bills being as high as they were in February! Gas prices are at average; and before the summer is here, the audit will be complete.

**Approval of Treasurer's Report:**

Accepted: Charlie Collins

Seconded: Katie Brice

All voted in favor, and motion passed.

**Directors' Report:**

Director Alyssa Martin began her report with demonstrating a gun lock. There are 100 available for patrons to have for their home safety. Ways to distribute such an essential item will be forthcoming. Other Onondaga libraries have begun to pass out their portions of gun locks; their communities have provided positive feedback.

The garden project is on hold due to the filled tank in the selected spot. If the garden project cannot go through, the earmarked grant can be used for other library needs, such as renovations to the main desk! The DeBlois company will survey the main desk and provide quotes.

On April 18th, the library has 2 big events. First, the Shredding event at 10 a.m., and at 11, the Volunteer Expo event.

This year's Earth Day Clean-Up will take place on April 21 with a rain date of April 22.

As we move into May, a Clothing Swap will take place. Donations will be accepted through April. All unclaimed clothing will go to a church and to the Vera House. On this same day, the Senior Center will have a Tag Sale.

As temperatures change, scents of gas can occur within the library's Community Room. The gas lines are against the walls of this room. National Grid has investigated, and reports that all is fine. Manlius DPW is also looking into the scent... could it be a sealing issue?

Last, it is official that this summer, the library will be open on Sundays! Currently, a schedule is being put into play. The staff is happy for this change.

**Approval of Director's Report:**

Accepted: Corry Derschang

Seconded: Jaclyn Sisskind

All voted in favor, and motion passed.

There is no Old Business.

New Business includes that there will soon be a policy for filming in the library. Also, the Library of Things is growing.

Bonnie Buelow shared the Scholarship Committee's update. The deadline for applications is April 6. All else is the same.

Last, May 19th is the day to vote on the Budget!

**Motion to Adjourn**

Accepted: Jaclyn Sisskind

Seconded: Angela Voninski

All voted in favor, and the motion passed

Best,

Bonnie Buelow, Secretary