

Manlius Library Board of Trustees
~ Meeting Minutes, May 21, 2026 ~

Trustees Present: Brian Lee, President; Bonnie Buelow, Secretary; Kevin Fletcher, Treasurer; Charlie Collins; Katie Brice; Angela Voninski; Peter Pfeiffer; Jon Yard (remotely) and Jaclyn Sisskind

Trustees Absent: Corry Derschang, Vice President

Librarian Staff Present: Alyssa Martin, Library Director; Kerstin Spina, Business Manager and Marcia Short, Operations Manager

Public Present: Robert Oley

President's Report:

Board President, Brian Lee, promptly called the meeting to order. Afterwards, the March minutes were approved.

Approval of March Minutes:

Accepted: Angela Voninski
Seconded: Jaclyn Sisskind
All voted in favor, and motion passed.

Treasurer's Report:

Kevin Fletcher, Treasurer provided March and April updates. For the month of March, the library reported a total revenue of approximately \$132,022 against budgeted revenue of \$145,983. Whereas, in April, the revenue totaled approximately \$133,111 against the identical monthly budget. Year-to-date revenue through April stands at roughly \$666, 953.

Of course, the primary source of revenue derives from the Fayetteville-Manlius School district. The budget passed - thank you FM voters! Additional revenue includes book and merchandise sales, copier sales, donations, grants, interest and dividend income and fees. Interest income exceeded the monthly projection.

On the expenditure side, March expenses totaled at about \$127,701 - slightly above budget. April expenses were slightly under budget at \$127,470. Year to date expenditures are around \$539, 788.

March and April expenses included necessary maintenance and repairs - front door mechanism, new refrigerator, thermostat, and work related to a potential gas leak. Additionally, purchases were made for the Summer Reading

Programs; public relations via the quarterly newsletter; and the monthly OCPL charges.

The library's financial management remains strong. The library remains financially stable and out of deficit. Kudos to Alyssa for her attention to planning and managing the budget throughout the year.

The library posted a net operating surplus of nearly \$4,322 in March and in April, \$5,641. The net operating surplus includes cafe operations and other revenue activity. The total net revenue for the fiscal year to date is approximately \$128,186.

Turning to the balance sheet, as of April 30, 2026, the library reported total assets of approximately \$5.13 million, including over \$1.57 million in bank and investment accounts, and nearly \$1.55 million in accounts receivable. Total liabilities stood at \$1.12 million, resulting in total equity of \$4.01 million.

Overall, the library remains in a stable, financial position. Revenues and expenditures are in general alignment with the fiscal year expectations.

Directors' Report:

Director Alyssa Martin began with the good news that the state report has been finished.

Accept: Charlie Collins

Seconded: Katie Brice

All voted in favor, and the motion passed.

In continuation of Martin's report, she shared that there were over 40 applications to fill Lauren Martin's position.

In honor of the country's 250th celebration, the library will host a Read, White and Blue Week from July 6-9. This week will include a Civil War era band sponsored by NBT; Free hot dogs, & more.

Successful programming consists of the Clothing swap - over 600 patrons came through for this event. This set a new record for the most attendance to a library event!

The great shredding event (co-sponsored with Seneca savings) was also a success. The driver had never seen the truck fill in that time frame - $\frac{3}{4}$ full. A little over a 100 folks came through.

Another fantastic event was the Volunteer Fair. Over 75 people attended this event.

There is an update with the Polaris system. The Manlius Library pays 2% based on circulation. Polaris would like an increase to 5% which would go up from \$8400 to \$9100/ quarterly.

Regarding the AI policy, in the future, can we have a lawyer from the trustee's group look into what other libraries' policies are for AI to compare / contrast?

OCPL AI Policy:

Accepted: Charlie Collins

Seconded: Bonnie Buelow

All voted in favor, motion passed.

For the upcoming outdoor project. The library continues to wait for an agreement between the town and library regarding the liability of property ownership. Manlius Library will cover the whole property with their insurance. The Planning Board meets once a month - June 17th is the next meeting date. Brian Lee would like to be present for the Planning board meeting.

Approval of Director's Report:

Accepted: Jaclyn Sisskind

Seconded: Angela Voninski

All voted in favor, and motion passed.

New Business includes positive feedback.

First, Katie Brice shared that one of her FM students said how included they felt with the Ramadan event. In addition, there was lots of positivity regarding the summer reading program.

Next, Eric Sprig will play piano on Sunday's for an hour throughout the summer. He is graciously volunteering his time; thank you Eric! Eric first played during the library's 20th anniversary event. Due to its popularity, he is making this summer comeback.

On other positive notes, Jaclyn Sisskind shared that there has been a lot of positive feedback about summer Sundays at the library.

Last, Brian Lee shared that he went to the History of the Library presentation. Manlius library started in 1916, and he continued to praise Alyssa for her excellent presentation.

Old business featured the Scholarship Committee update. Bonnie Buelow stated that 9 seniors applied for the scholarship. 2 of the 9 were Manlius Library volunteers and served on the library's Teen Council with teen librarian, Phoenix DuFore. Claire Gunderson was selected as this year's scholarship winner. Buelow contacted Claire who was genuinely surprised and thrilled. Next week, the committee, board and librarians will honor her for this achievement. Congratulations Claire!

Motion to Adjourn

Accepted: Angela Voninski

Seconded: Peter Pfeiffer

All voted in favor, and the motion passed

Best,
Bonnie Buelow, Secretary

DRAFT