MANLIUS LIBRARY
BOARD OF TRUSTEES MEETING
June 18, 2026
Minutes

Trustees Present: Brian Lee, Charlie Collins, Corry Derschang, Kevin Fletcher, Peter Pfeiffer, Jaclyn Siskind (remote), Angela Voninski, Jon Yard (remote)
Absent: Katy Brice, Bonnie Buelow
Library Staff: Alyssa Martin, Marcia Short, Kerstin Spina

I. **President's Report**:
Board President Brian Lee called the meeting to order at 4:02pm. The May 21, 2026 Meeting Minutes were then approved.
   a. Approval of May 21, 2026 minutes
      Accepted: C.Derschang
      Second: C. Collins
      All voted in favor, and the motion passed.

II. **Treasurer's Report**:
Kevin Fletcher, Board Treasurer, presented the following reports to the board:

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 with yields beyond expectations. These accounts are considered long-term investments, however, could be liquid if needed. The committee discussed a funds reallocation to further strengthen our position and diversify our holdings. This revision was agreed upon by all committee members, and our financial advisor will make the change to our portfolio.

2025 Audit review-
Our annual audit for 2025 was reviewed with the audit team prior to being finalized. Bruce Ruppert, previous Board Treasurer, was a part of the review as his tenure was during the timeframe of year audited. 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. 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. Once again, we had a clean audit with no issues or concerns. The approved final report is available electronically.

Treasurer's Report-

The library remains in a strong financial position, with year-to-date net revenue of $54k, however this is $34k below budget. The primary drivers of the variance are lower than anticipated grant revenue and the budgeted Building Reserve transfer not yet occurring. These timing related items account for the majority of the shortfall. Total Expenses are running below budget. A few notable areas running above budget include Maintenance & Repairs which included a $1400 gas leak expenditure, $564 replacement of the AED battery and $2150 repair to front door mechanism, OCPL of $2971 is a result of timing of their quarterly billing, and Electric charges for February with exorbitant delivery fees. Areas currently below budget will even level out as the year progresses. The Balance Sheet remains very healthy. Expense control remains strong which has resulted in a solid financial position.

a. Approval of May Treasurer's Report
   Accepted: J. Sisskind
   Second: C. Collins
   All voted in favor, and the motion passed.

III. **Director's Report**:

Director Martin shared the Memorandum of Understanding which was unanimously approved. Employee evaluations and annual raises were completed. A review of our AI Policy is underway. The Public Services Librarian position has been filled by Sophie Friedman, an FM native, and will start next month.

With both the Summer Reading Program and wide variety of programming scheduled it is anticipated to be a busy summer at the library. A celebratory 250th Read, White and Bue anniversary week of activities has been planned for the community including crafts, activities and live music.

IV. Old Business:

Our courtyard project continues to move forward, with a review of the abstract and preparation of an easement agreement. Both library and village are hopeful that the project will advance so that the site can be cleared and construction can begin.

V. New Business:

Director Martin wished everyone a wonderful summer!

President Lee announced the next meeting will be @ 4:00 pm September 17th, 2026.

Motion to Adjourn-
Accepted: C. Collins
Second: A. Voninski
All voted in favor, and the motion passed.

Minutes prepared by Kerstin Spina, Business Manager.