

Patterson Trustee Meeting

July 10, 2025

Attendance: J. Caruso, T. Roets, J. Spann, K. Richmond, L. Dunn, C. Thomas, S. Rudnicki, M. Hegna, L. Schofield, P. Holt, J. Johnson, C. Riedesel

Absent: B. Kittle

Guest: Michael McLanahan

Call to Order: President Steve Rudnicki called the meeting to order at 7 pm.

Presentation:

Audit Report: Michael McLanahan; Bysiek CPA, PLLC gave presentation and summary of the 2024 audit. Clean unmodified opinion was expressed. Library is in a strong financial position. Total assets and equities are about \$5.9 million. The main fluctuation in revenue was due to a one-time bequest from the McFarland Foundation last year of about \$750,000. Expense management is comparable to last year.

Minutes approval: May minutes were approved with corrections:

In the Committee Reports:

- a. Under 4d. Glass table top replacement and installation is \$450, not \$45
- b. Under 4c. NY Grant received by Village was \$4,500,000, not 4,000,000.

Library Director's Report: M. Hegna reviewed her report

- a. Table will have glass replaced on Tuesday, July 15
- b. Finance Committee approved the switch from Lake Shore to Community Bank for money market account. Operating account is also at Community Bank.
- c. Switching to Betts Insurance- better coverage and price
- d. Kappler Estate final distribution of \$76,900 for children's books. To be added to the previously donated \$85,000.
- e. Elevator has been fixed
- f. Phone being switched from Spectrum to DFT- will cost 40% less per line

than currently

g. R.E. Kelley work is complete

h. JMI to take care of radiators beginning mid-July

i. Pump from one AC unit is leaking. Not using that unit until it is repaired. Will get a quote from JMI regarding mechanical upkeep.

j. Fundraising has been going well, with Give Big CHQ raising \$1,793 and Patterson After Dark raising \$11,000. Book Sale is July 17-19. Auction is August 20.

k. Delays in book delivery was due to the company, not tariffs or foreign shipping.

l. Summer Reading Program is going very well with excellent attendance. At least 100 attending each event.

m. Adult Programs are also going well.

Committee Reports:

1. Treasurer's Report/Finance: T. Roets reviewed the budget report.

a. Halfway through the year- Library Materials a bit over half of budgeted amount. Supplies and Maintenance over half of budget, but due to gas bill because of the colder winter and slightly higher insurance costs. Should balance out.

b. A check of \$63,000 will be sent to R.E. Kelley for their work

c. A motion was made from the Finance Committee to fund \$80,000 to operating and \$65,000 to capital. Motion made by T. Roets. Seconded by K. Richmond. All in favor.

d. P. Holt gave update on Jones Estate- House is under contract. Attorney General needs more specifics. Estate value is about \$380,000

2. Building & Grounds Committee: S. Rudnicki gave update on Building and Grounds.

a. R.E. Kelley completed their work on the outside of the building- two additional windows in the south archive room were repaired.

b. Grass needs to be repaired due to damage by R.E. Kelley

c. Sculpture was power washed and needs some touchup in spots

d. A B&G committee meeting was held on July 2. NY Forward grant needs proposals by July 24. B & G recommends applying for windows, the front steps-(quote is \$45,000), and signage. For the System Construction Grants, the committee recommends interior doors in the kids area, security cameras, a generator- (quote is \$85,000), restroom updating, and

repointing lower section of the building and resetting stairs- Quote from R. Kelley is total of about \$45,000.

e. "Coal cellar"- needs improvement and could be made usable

3.Fundraising Committee:

a. J. Spann reported that help is still needed to get set up for the Book Sale on Monday, July 14. Books will be priced the same as last year.

b. C. Thomas reported on Auction preparation. Discussed auction details.

4. Long Range Planning Committee: P. Holt reported

a. Reviewing the 5 year long-range plan. Coming up with ideas for amending it for the next 5-year plan. Current plan ends in 2027.

5. Policy Committee: P. Holt reported

a. Working on 3 policies presently. Policies need to be reviewed every five years.

Unfinished Business:

1. Vacant trustee seats- Nominating Committee will meet in the next couple weeks. One 5 year term is vacant. One vacancy only has one year remaining on term. Nominating Committee will review application form and determine what assets are most needed in a trustee.

New Business:

-Potential Grape Festival Hours (Sept 20, 2025) : Discussion on whether to keep the library open for 2-3 extra hours on this day. Was decided to keep current operating hours this year and decide later if extended hours would be beneficial in the future during this event.

-NYS Construction Grant FY2026 Assurances: Intent to apply, so no assurances need to be signed

-NY Forward Westfield Grant Projects: discussed during Building and Grounds Committee report

-DYPSNY Archives Strategic Planning Grant Application: M. Hegna will begin application process for Strategic Planning Grant. Will be submitted within the next 3-4 months.

-2024 Report to the Community: M. Hegna presented a version of the report to present to the public. Must be made publicly available on website. Motion to approve made by L. Dunn, seconded by K. Richmond. All in favor.

-Fire System Upgrades: Discussion to propose the fire system be upgraded prior to formal approval of grant funding, due to repeated false alarms. Upgrade will be \$14,595, as per FSC quote. K. Richmond motions to approve this, with expenditure not to exceed the quoted amount. Seconded by J. Johnson. All in favor.

Public Expression: J. Caruso thanked S. Rudnicki for taking over as President. Thanks to J. Johnson for serving so well.

Adjourned at 8:59 pm