

Patterson Trustee Meeting

September 11, 2025

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

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

Public expression: none

Minutes approval: July Minutes were approved

Library Director's Report:

- The ceiling project was removed from NYS Construction Grant application due to portico plaster soffit ceiling being deemed a non-bondable cost. This will be included in the NY Forward Grant request at 100% coverage.
- The NY Forward Grant- the library is requesting ~\$550,000 to include window restoration, new front railing, historic brick restoration at the front entrance, the portico soffit ceiling restoration, and a masonry freestanding exterior sign. The library will pay upfront costs, but will be fully reimbursed.
- 2026 Construction Grant intent to apply was approved. This project will include security system upgrades, children's area glass door, and exterior stair restoration. This will be an 80/20 split (library will cover 20%)
- DHPSNY- (Documentary Heritage and Preservation Services for NY) we were accepted into this program. A three-year plan with goals, objectives, and recommendations for resource allocation and organizational structure will be developed. The goal of the committee (C. Riedesel, B. Kittle, and N. Ensign) is to develop a plan for the archives and determine what to keep and how to work with the Historical Society.

-Facility News:

- Phone service was switched from Spectrum to DFT during the week of September 2. The new fire and security system is more secure and has individual codes for each person.
- JMI heating upgrades still waiting to be scheduled.
- Stark Tech has not returned to install the new pump for the A/C unit
- Ground bees were removed by Nuisance No More on August 21.

-Staffing news:

- Gabby Z. Left her position as the part-time page in the children's dept.

Applications for the position have been received and interviewing will begin soon.

Fundraising:

- The annual book sale raised \$2,700.
- Benefit Auction- most successful yet, netting ~\$20,000
- A donation of \$10,000 was donated by Sandra Hurd and Joel Potash as a restricted gift to support the Octagon Gallery
- Summer Reading Program was a big success with seven programs with over 100 in attendance

-CCLS Annual meeting will be on October 8

Treasurer's Report: T. Roets reported on Treasurer's report

- Switched from Quickbooks Desktop to Quickbooks Online
- \$125,000 in the operating account
- Capital account is at \$93,000
- Endowment- \$4.76 million
- Kappler account is \$176,000
- Jones estate will likely close in February- \$350,000

Committee Reports:

-Finance Committee- will meet regarding budget

-Building & Grounds Committee: S. Rudnicki reported

- The sculpture was cleaned up by the Hands
- Kravitz will trim up all trees at a cost of \$500
- NY Forward Grant- LaBella architects took photos and measured windows
- smoke detectors were replaced
- UV window film is on order for about \$450. Will be installed by the Hands on the main windows on the west side and also Megan's office.
- Hands are repairing the wall outside of the Octagon Gallery

-Fundraising Committee J. Spann presented a handout summarizing the benefit auction

- October 23- 6 PM date to host a gathering for community members interested in becoming a member of the Patterson Society
- Discussion of what would be involved in being a member- possibly as a fundraising and volunteer arm

Unfinished Business:

-Branding Guide: Feedback and Discussion

Megan H. shared an examples of fonts, colors, sketch style,
etc.

Branding committee will meet again to discuss the branding
guide

New Business:

-Sexual Harassment Prevention Policy for vote:

-Accepted with correction Under Supervisor Responsibilities: removal of the word 'the' that appeared before the word 'they' in the following: *"*The Board of Trustees President should act on behalf of the Library Director if they are unavailable or a subject of the complaint."*

-Sexual harassment training must be completed by the end of the year.

-Security Cameras: discussion of security cameras was tabled until the next meeting pending an updated quote.

-NYS Construction Grant FY2026 Assurances -cameras, children's area door. \$61,672...Library's match amount is 20%

-Reviewed assurances for grant- Moved by Pete H., seconded by Barb K.
All in favor.

Public Expression:

-Steve R. Asked about new trustee vacancies and any progress on filling these seats

-Chris R shared that he has been selling the better books from the book sale at his store and donating a percentage to the library. The first check to the library was for \$80.75 from four books that sold for \$95.

-No decision has been made on the Mark Twain book. Chris R.
Wants to find someone who can do repairs.

Adjourned at 8:33 pm