MEETING MINUTES OF THE BOARD OF TRUSTEES
MANNSVILLE FREE LIBRARY
106 LILAC PARK DRIVE ~ MANNSVILLE, NY 13661

The regular meeting of the Board of Trustees was held Tuesday, April 14th, 2026, beginning at 6:34pm.
Board members present: Anita Jones/Pres.;Tina Rogers/VP;Andy Zuber/Treas.;Lacy King/trustee; Virtual: Tiffany Graves/Trustee Excused: Amy Hatch/Trustee
Also in attendance, Anne Fuller/Director
No Public Comments

APPROVAL OF MINUTES: 2026-March Regular Meeting Minutes, MFL Motion to approve by Lacy, 2nd by Tina

REPORTS: Library Director's Report: March, 2026

-Kathy went to NCLS for a summer ready program workshop
-NCLS has a mobile app that is able to be customized–MFL is able to have a mobile app–Loretta and Anne are excited to explore it more
-Bus line will run through Mannsville and connect to Oswego County
-Computer chair quote from Double D Ranch– Upright/Upright with arms$225-$239 and Upright wooden rolling chairs $500
*Motion to purchase three wooden upright wooden chairs at $225/each by Tina, 2nd by Andy *(8-10 week turn around time)*

Treasurer's Report: March, 2026

Checking account Balance $3,472.31 Savings account Balance $55,648.62 Payroll $2,150.67
Northern New York Community Foundation Balance $$6,512.84 - (Quarterly Statement Ending 12/31/25)
$57.22 - Endowment Fund - (Quarterly Statement Ending 12/31/2025

Pass renewals

OLD BUSINESS:

- 2026 Annual Report progress: Deadline for submission moved to May 1, 2026-Send out as a PDF link to spend a few minutes at the May Meeting
- Lilac Festival update: May 9, 2026–all vendors have been picked–S&R is covering cost of map to be printed–
- Library Website Refresh: Status-*In progress*
- Library Logo: Discuss design uses for Library-*will move to ongoing business for future uses*
- Patron Responsibilities update: Awaiting NYLA/NCLS Patron Bulletin Board Use guidelines
- 2025 PERMA Risk Assessment: Review Eastern Shore-USLI quote, alternative quote/s & response to questions for Contents/Shed Insurance.

NEW BUSINESS:

- Author's Note: optional contact for new book orders-Set up an account to try this route to place book order–maybe compare with amazon prices-Price's seem to

be comparable from a quick look per Anne. Author's note will apply book jacket to paperback books. Don't have to have a minimum order, can use it as a back up. Anne will let Andy know if she needs anything from him to get the account set up.

- "One Book/One School" project at Manns-Manor Elem-*Kenny and The Dragon by Tony Diterlizzy (our library is donating the raffle basket for grades PK-2)*
- NCLS "HR Day @ Old MacDonald's Farm": June 9, 10:00-2:00, lunch served–Anita and Tina might possibly be able to attend
- "Show Up for Libraries" campaign - Federal cuts to IMLS (supports ALL USA libraries)

ONGOING BUSINESS/REMINDERS:

- **2026 Trustee Cont. Ed. training (2 hrs, min.):** Status of members' completion
  NCLS Upcoming trainings & registration site
  M-HLS Trustee Handbook Series: Offerings to fulfill Trustee CE hours
- **PERMA Training Status: Sexual/Workplace Violence & Harassment**
- Monthly Inspections: Emergency Lights & Fire Extinguishers
  - ☑ ~~Extinguisher checked by Andy and Emergency Lights Inspected 4/14/26~~
- Policies to review &/or adopt in 2026: HAZCOM; BBP; Public Health Emergency Plan
  Tabled until receiving NCLS samples, or reviewing new policy providers' requirements

BOOK CLUB: (at the Library, First Saturday, 9 AM)

~ April 11, 2026: *Atmosphere* by Taylor Jenkins Reid

~ May 09, 2026: *The Secret Garden* by Frances Hodgson Burnett

NEXT MEETING DATE:Tuesday, May 5, 2026 @ 6:30 PM (adjusted due to school concert)
Meeting adjourned 7:34pm