

**Board of Trustees
Monroe Free Library
Minutes of the Monthly Meeting (held at MFL)
Date: June 22, 2026**

Trustees Present:

Patricia Shanley, President
Susan Tomaski, Vice-President
Diane Egan – Secretary
Nucula Brown

Nedda Tichi
Kathleen Bayer

Trustees Not Present:

Casey Auerbach, Treasurer

David Joye

Also Present:

Mary Duffy, Assistant Director
Joanne Movrich

Via Zoom: Mike Maginn

EMERGENCY MEETING – This meeting was held on June 22. Our regularly scheduled meeting of June 8, 2026 was rescheduled due to a lack of quorum

1-3 1-3 The meeting was called to order and the Pledge of Allegiance recited at 7:37. A **QUORUM** was present.

A) A MOTION to adopt the agenda was made by Susan Tomaski, seconded by Nucula Brown. The MOTION passed unanimously.

C). A MOTION was made by Diane Egan, seconded by Patricia Shanley to table the minutes of the May 2026 meeting. The MOTION passed unanimously.

4. **Public Comment** –. There was no Public Comment

5. **Directors Report:** An in-depth Directors Report was submitted to the Board for review by the Library Director prior to the meeting. Some of the highlights of the report were discussed at the meeting.

- Statistics on programs, attendance, circulation and materials usage were shared for the Board's review. Both the number of cardholders and circulation numbers have increased
- **Teen Advisory Board Summary:** TAB put on their second event, Cupcake Wars! 5 TAB volunteers helped set up and run a cupcake baking contest. There were 6 additional teens competing in the contest, for a total of 11 participants. The contestants split up into 2 teams of three. TAB took attendance, explained the rules, and kept the teams aware of the time limits.
- **Young Adult Services Coordinator Opening** Sara Mallory is moving on from her current position as YA Coordinator. We have already posted the position, and we will have our interviews in the next two weeks. We are hopeful that we can have someone in place for the start of summer reading

- **Buildings and Grounds** • The Flagpole has been successfully removed. The Lobby has been repainted, and Staff hallway is in the process of being repainted • Ramp railing in the back yard will be replaced in the next month.
- **Summer Reading** We are gearing up for summer reading! Our booklet that we are calling the “field guide” is complete and will be sent to the printers soon will be an exciting new activity for our children to enjoy. We are also adding a fun freebee that includes a summer reading lawn sign for those who come week 1 to get their field guide stamped. This summer there will be over 35 programs, we added in an extra week of fun and a brand-new prize scheme that speaks to our sustainability initiative
- **Public Relations** – Elizabeth Malraven, Head of Marketing, was the recipient of the 2026 PRX Exchange Award for libraries with a budget between 1million and 5million dollars. This is a national competition that honors all types of libraries for their marketing efforts. She submitted her born digital artwork for the Disco. This is a very competitive award. 236 applications were received and Elizabeth was 1 of the 54 winners. Congratulations to Elizabeth.
- **MWCSD Library Card Distribution** - On May 28, Susan and Amanda went to North Main Elementary to distribute library cards to 2nd grade students and met with 3rd -5th grade students to talk about summer reading. That was a total of face-to-face time with 500 students to talk about our summer reading program and to distribute summer reading calendars.
- **I Bird NY Lending Program-** The MFL applied to receive a free bird watching Kit from New York State called “I Bird NY” Due to the overwhelming requests that received we are currently on a waiting list to see if they have enough kits left. We already have a great bird-watching kit, but it would be a great addition to our Discover Kit Collection
- **New York Library Association Conference. MFL will be represented by 3 staff members at the NYLA Conference this year which is quite an honor.** Amanda Primiano, Mike Maginn, and Susan Johnson have all been accepted to present at the 2026 NYLA Conference. Amanda and Mike will be presenting about the Disco, Mike will be presenting about his Google Earth Programs, Amanda will be presenting about our Long-Range Plan and Mike and Susan will be on a Panel about Podcasting with Amanda as the Moderator.
- **Orange County Library Association Grant** - MFL received their first disbursement of funds in the amount of \$3,382 from the 2026 Orange County Grant that we share with the other Orange County Libraries
- Comments from patrons and Open House visitors were read by the Library Director. They were all positive.

6. **Treasurers Report.** –

1. The monthly Library Financial Reports were submitted to the Board via email before the meeting. **A MOTION was made by Patricia Shanley, seconded by Nedda Tichi, to accept the May 2026 Financial Reports as submitted by the Treasurer. The MOTION passed unanimously.**

2.2027 Proposed MFL Budget & Budget While the 2027 budget is not finalized yet, The Library Director recommends that the board agrees to a \$30,000 taxpayer increase. The Finance Committee has yet to meet, but to get our levy on the ballot, we need to start collecting signatures to submit them by early July to give the Town enough time to review

and submit them to Orange County Board of Elections. The \$30,000 tax levy will satisfy the needs of the salary line and increase in the other places that are projected to need an increase (utilities, health plan, etc.) but also be mindful of taxpayers and the other rising costs they are experiencing. The budget timeline is as follows: • June 8th – Board Approval for Tax Levy increase \$30,000 • June 9th - Start collecting Petition Signatures • June 15th finalize budget and share with Finance Committee • June 15th – July 13 meeting with Finance Committee • June 30th – submit required 25 petition Signatures to the Town • July 13 have board vote on 2027 budget

A MOTION was made by Kathleen Bayer, seconded by Susan Tomaski, to support the request of the Library Director and request a tax increase of \$30,000 to be submitted to the Town of Monroe to be added to the November Ballot. The MOTION passed unanimously.

7. Standing Committee Reports

- Nominating Committee - 2 possible new applicants for the Board of Trustees are possible, although probably not until September.
- Building & Grounds – in the Directors Report
- By-Laws Committee – N/A
- Finance – budget meeting is scheduled for next week
- Fund Raising – a discussion about reviving the Annual Fund Drive took place. The Library Director will investigate how much money the drive would cost vs. what the expected benefit would be.
- Grants. -Diane Egan and Kathleen Bayer are attending the Informational Session held by the Empire State Economic Development Council. They will meet to discuss any possible grants that might be available to the MFL.

• Library Operations-

The RCLS Plan of Service was sent to the Board of Trustees prior to the meeting for the Board to read and review. RCLS is seeking board approval for their 2027-2031 Plan of Service and the 2027-2031 Direct Access Plan. The Plan of Service, like a Long-Range Plan, is the improvements they would like to explore and achieve during a specific time range. The Direct Access Plan is a tool for managing the sharing and/or reciprocity of use of a member library by cardholders of other member libraries. The Plan has been updated in collaboration with the Directors' Association Direct Access Committee and was approved by the Directors' Association.

A MOTION was made by Nedda Tichi, seconded by Susan Tomaski, to approve the RCLS Plan of Service 2027-2031 as presented. The MOTION passed unanimously.

A MOTION was made by Nedda Tichi, seconded by Kathleen Bayer, to approve the RCLS 2027-2031 Direct Access Plan as presented. The MOTION passed unanimously.

- Long Range Planning – made plans to meet on updating the Long Range Plan via Zoom on a date to be determined.

8. Special Committees – N/A

9. Old Business – N/A

10. New Business –

- The Board was sorry to hear that a former employee Rocco Randazzo passed away on May 14, 2026. Rocco worked at MFL from 2007-2024 and is remembered with great fondness by his co-workers. The Board thanked Mary Duffy who attended his wake and represented the library. The Board will send a condolence card to his family.
- In addition to the launch of the Summer Reading Program, Saturday June 27 will also be the annual Fishing Derby sponsored by the Lions Club. Mary Duffy will be there representing the MFL and giving out our “book worms” to the participants. Thank you Mary.

11. Good and Welfare – Board VP Susan Tomaski welcomes her daughter back from a semester abroad in Wales. And Board Member Nucula Brown will watch her daughter Omaralynn move up from elementary to MW Middle School. Onward and Upward!

12. Call for Adjournment – **A MOTION was made at 8:45 by Kathleen Bayer, seconded by Nedda Tichi, to adjourn the meeting. The MOTION passed unanimously**

Submitted by Diane Egan.

6/25/2026