



Board of Trustees Meeting
Minutes of Meeting on March 18, 2026

I. Call to order: Meeting was called to order at 6:12 PM by President M. Mancini

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

II. Roll call/Attendance

- a. Library Trustees Present: President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, L. Smith, L. Sukarat
- b. Library Trustees Excused: 0
- c. Library Trustees Absent: 0
- d. Library Staff Present: Library Director, Seth Jacobus; Erin Singleton
- e. Visitors: Mike Tokos

III. Approval of meeting agenda for February 25, 2026 meeting.

Motion to approve the agenda for the February 25, 2026 meeting.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

IV. Period of Public Expression: N/A

V. Your Friends of the George F. Johnson Memorial Library: N/A

VI. Approval of minutes from February 25, 2026 meeting

Motion to approve the minutes from the February 25, 2026 meeting.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

VII. March 2026 Bills Manifest

Motion to accept March 2026 Bills Manifest

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

VIII. March 2026 Financial Report

Motion to approve the March 2026 Financial Report

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | **NO: 0/5**

IX. Old Business

- a. Building Maintenance Committee-Report N/A

Committee will meet next on 3/25/26 at 6:00 pm

- b. Library Director Evaluation Committee-Report

The job description for the Director III position was completed. Next step will be to create the evaluation. The committee will meet on March 23 at 5 pm on Zoom.

- c. Library BoT Recruitment Committee-Report

The committee has created a brochure to explain the role and need for Library Board trustees. Board members and library staff will table at library and community events to try to recruit a list of potential future board members.

- d. GFJML Budget FY 26/27

The board requests future study of the liability insurance costs and benefits.

Motion to approve the operating budget for FY 26-27 with revenues totaling

\$1,642,381 and expenses totaling \$ \$1,486, 290.47, with staff raises of 3% for all eligible staff and additional increases for hourly workers effective June 1, 2026, and staff health insurance contribution remaining at 18%.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | NO: 0/5

- e. GFJ Strategic Plan: Area Three-Binghamton University Social Work Intern-Affiliation Agreement & Stipend Approval

Motion to approve the Binghamton University Social Work Intern-Affiliation Agreement and Stipend for \$500 per semester.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | NO: 0/5

- f. GFJ Slate of Officers-Secretary

Motion to add Linda Sukarat as board secretary.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | NO: 0/5

X. New Business

- a. Building Inspection Proposal – tabled till April meeting.
- b. Pest Services Agreement – Discussion of Nolan Pest Control services
- c. Tokos Contracting-Teen Room Ceiling Quotes & Future Library Projects –
 - i. M. Tokos reported on plans to repair the ceiling tiles in the teen room.

Motion to approve installing a new ceiling in the teen room.

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | NO: 0/5

- ii. M. Tokos described plans for snaking and repairing the drainage issues in the library basement, electrical room and Friend's room. The timeline will begin after the weather thaws and will involve several phases. The project may take several weeks over the summer. Further study needs to be made to determine which aspects of the repair will fall under the responsibility of the Village of Endicott versus the library.

XI. Other Business

XII. Adjournment

Motion to adjourn at 7:40 pm

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 5/5; President: M. Mancini; Vice President: S. Russell; and Trustees: P. Russell, H. Smith, L. Sukarat | NO: 0/5

Linda Sukarat

3/18/26

Linda Sukarat

Date