



## **Board of Trustees Meeting**

Minutes of Meeting on May 27, 2026

- I. Call to order: Meeting was called to order at 6:02 PM by President M. Mancini

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4;** President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | **NO: 0/4**

- II. Roll call/Attendance

- a. Library Trustees Present: President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell
- b. Library Trustees Excused: H. Smith
- c. Library Trustees Absent: N/A
- d. Library Staff Present: Library Director, Seth Jacobus; Kenneth Roman, Erin Singleton, Kathryn Mills, Heidi Gramlich, Baylee West, Jason Luquette, Emma Seppeler,
- e. Visitors: E. Kent-Lowrie, J. Lettis, R. Lettis

- III. Approval of meeting agenda for May 27, 2026 meeting.

**Motion to approve the agenda for the May 27, 2026 meeting.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4;** President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | **NO: 0/4**

- IV. Period of Public Expression: N/A

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

- VI. Approval of minutes from April 15, 2026 meeting

**Motion to approve the minutes from the April 15, 2026 meeting.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

VII. May 2026 Bills Manifest

**Motion to accept May 2026 Bills Manifest**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

VIII. May 2026 Financial Report

**Motion to approve the May 2026 Financial Report**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

Old Business

a. Building Maintenance Committee-Report-Tokos Drain Report

Discussion ensued regarding the appropriate time line for doing repairs. Staff mentioned that it should be after summer programming is finished August 15<sup>th</sup>.

**Motion to table the Tokos report to Village of Endicott in order to gather more information from the village.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

b. Library Director Evaluation Committee - Report

Committee members are still working on the Google platform which will hold the form.

- c. Library BoT Recruitment Committee-Report  
Committee efforts have resulted in 4 trustee applicants currently.

IX. New Business

- a. Board Candidate-J. Lettis

**Motion to table the candidacy to the Board of Trustees of the George F. Johnson Memorial Library for J. Lettis.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

- b. Board Candidate-R. Lettis

**Motion to table the candidacy to the Board of Trustees of the George F. Johnson Memorial Library for R. Lettis.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

- c. Board Candidate- N. Johnson-Roman

**Motion to table the candidacy to the Board of Trustees of the George F. Johnson Memorial Library for N. Johnson-Roman.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

- d. Formation of 2027 Vote Committee

**Motion to table the formation of the 2027 Vote Committee.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

e. Formation of MOU Committee

**Motion to reaffirm (from an agreement in November, 2025) that the library staff will be responsible for maintaining the relationship with the Friends of the Library group as this is not in the purview of the Board.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

f. Board Officers

Discussion of election of Board Officers to take place at the Annual Meeting in June 2026.

g. NYS Construction Grant Closure Form

**Motion to approve the NYS Construction Grant Closure Form.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

h. TOU Summer Reading Postcard Quotes

**Motion to approve the Summer Reading Postcard quote from Curcio Printing in the cost to George F. Johnson Memorial Library of \$4,250.51.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

i. 2026 Overdrive Funding Proposal

**Motion to vote “Yes” on the Overdrive Funding Proposal from Four County Library System.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

j. Senior Library Clerk

**Motion to approve the promotion of Vickie Festa to the rank of Part Time Senior Library Clerk at an hourly rate of pay of \$21.00 per hour.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

k. Computer Purchasing

**Motion to approve the purchase of computers from the Four County Library System in the amount of \$7,434.98.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

l. NYS Construction Grant 26/27-Intent to Apply

**Motion to deny moving forward with a NYS Construction Grant 26/27 project proposal.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

m. Reimbursement for E. Singleton-NYLA SLS

**Motion to approve the reimbursement of E. Singleton in the amount of \$90.74.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

n. Friends Program Funding FY. 26/27

**Motion to approve the George F. Johnson Memorial Library’s funding invoice of \$9,250 to Your Friends of the George F. Johnson Memorial Library for library program funding for FY 26-27. A partial payment of \$6,000 has been received. The remaining balance of \$3,250 will be paid by the Friends by December 31, 2026.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

X. Other Business

a. Board Candidate-E. Kent-Lowrie

**Motion to table the candidacy to the Board of Trustees of the George F. Johnson Memorial Library for E. Kent-Lowrie.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustee: P. Russell, | NO: 0/4**

XI. Adjournment

**Motion to adjourn at 8:09 pm**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 4/4; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: P. Russell, | NO: 0/4**

*Linda Sukarat*

*6/8/26*

Linda Sukarat

Date