



Board of Trustees Meeting

Minutes of Meeting on October 28, 2026

- I. Call to order: Meeting was called to order at 6:00 PM by President M. Mancini

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

- II. Roll call/Attendance

- a. Library Trustees Present: President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell
- b. Library Trustees Excused:
- c. Library Trustees Absent:
- d. Library Staff Present: Library Director, Seth Jacobus; Kenneth Roman, Erin Singleton, Heidi Gramlich
- e. Public: Alexis Savidge

- III. Approval of meeting agenda for October 28, 2026 meeting.

Motion to approve the agenda for the October 28, 2026 meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

- IV. Period of Public Expression: N/A

- V. Your Friends of the George F. Johnson Memorial Library

- VI. Approval of minutes from September 16, 2026 meeting

Motion to approve the minutes pending the revision of attendees from the September 16, 2026 meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

VII. October 2026 Bills Manifest

Motion to accept October 2026 Bills Manifest

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

VIII. October 2026 Financial Report

Motion to approve the October 2026 Financial Report

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

IX. Old Business

a. Building Maintenance Committee-Report

- i. Drainage Report – committee affirms that work will be done in the Spring-

b. Audit Committee-Report

The Village shared their previously done audit which included the GFJ library information.

Motion to disband the audit committee. The board will revisit this issue periodically.

Motion by P.Russell, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and

Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

- c. Library BoT Recruitment Committee-Report – A new flyer was made and handed out at the West Endicott Halloween parade.
- d. 2027 Vote Committee-Report – The committee will meet for the first time in November
- e. Formation of Policy Committee – Because policies need to be renewed every 5 years, this committee will need to be formed soon.

Motion to table the formation of a Policy Committee until November meeting.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

X. New Business

- a. Board Candidate-A. Savidge

Motion to approve the candidacy to the Board of Trustees of the George F. Johnson Memorial Library for A. Savidge

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

- b. Holiday Schedule 2027

Motion to approve the Holiday Schedule for 2027.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

c. Lift Repair

Motion to approve the repair of the lift by Matco.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

d. Code of Conduct Memo and Policy

Motion to table the Code of Conduct Policy review until the committee is formed and has met.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

e. Meeting Room Policy

Motion to table the Code of Conduct Policy review until the committee is formed and has met.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

f. Health Insurance-Staff Repayment Plan

Motion to approve that the library cover the cost of repayment of health insurance premiums by library staff.

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

g. Staff Appreciation Day Memo

Staff appreciation day – The board asks for associated costs before making a decision on additional time off for staff.

XI. Other Business

XII. Adjournment

Motion to adjourn at 7:12 pm

Motion by M. Mancini, 2nd S. Russell, unanimously approved. Motion carried.

YES: 6/6; President: M. Mancini; Vice President: S. Russell; Secretary: L. Sukarat and Trustees: N. Johnson-Roman, E. Kent-Lowrie, P. Russell | **NO: 0/6**

Linda Sukarat

Date