

Sharon Springs Free Library
Trustee Meeting
January 22, 2026

Present: Bob Fucci, Margaret Kindling, Kate Walrath, Kerry Parsons, Helen Kommer, Cindy Dixon, Belinda Feris, Patsy Nicosia, Kelly Ferrone

Staff: JoAnn Fralick, Jeanne Irwin, Helen Thomas

Guest: None

Absent: None

Call to Order: The regular meeting of the Sharon Springs Free Library for January 22, 2026 was called to order at 7:01pm by Margaret.

Approval of minutes –

- Minutes of December 11, 2025 board meeting reviewed and approved with minor edits. (Patsy/Bob).
- **Treasurer's Report: (Attached) reviewed and accepted**
 - Operating account is \$749.67 and the Money Market Account is \$1001.25
 - Fundraising account is \$400 more than last year, which included \$2000 Klemm Foundation donation in 2025.
 - Copier and clothing shed donations.
 - Payroll expenses have increased.
- **President's Report:**
 - Recognition of long-time board member, Jeanne Irwin; welcome to staff.
 - Welcome Kelly to the board
 - NYLA membership renewed - MVLS will pay for it (pro-rated).
 - Timeline/schedule review - calendar will help us track important dates/events. In February, we need to prep for Book Giveaway (4/11) and Referendum
 - Reminder of required trustee training (2 hrs) Suggested trainings:
 - <https://midhudson.org/trusteebookclub/>
 - What Every Trustee Should Know: <https://vimeo.com/134973499>
 - Committee review (leadership and descriptions) - we will update
 - Fire inspection completed and passed. Report received

Director's Report: (Attached)

- Adult Book Discussion: Book Discussion 1/16/26. "Water for Elephants," by S. Gruen. Three attendees.
- Scheduled purchase of new projector and screen for CR (Dream & Do and Fenimore) denied by Amazon. Credit card issue sorted out and order will be placed using operating account card. Will coordinate with Helen K.
- The new MVLS process for ordering books. Sharon O'Brian at MVLS said that it appears to have been set up to include mylar and spine labels, but not set up to automatically put the books into Polaris. Recommend waiting for new library director before moving forward with this new process. Meanwhile, we have ordered a stack of new books based on our demographic's preferences and one recommendation from a board member.
- Holiday Tree Books from Scholastic to go under the tree just arrived this week.
- We have not yet received notice of NYS Annual Report opening.
- Construction Grant FS-10 form was signed and submitted. Helen created an updated access and processed the forms. Those forms should release the funds to pay for mini-split. Once funds are received, grant will be closed. Paperwork is in the top drawer of the file cabinet.
- Warm clothing table has been popular.
- Historic maps of Sharon were donated by David P. DeVito.
- Email signatures created for the Hthomas1 and SHS emails indicating sporadic review. Working with JA to add messaging to Meg's old address.
- JA is administering computer security training.

Grants/Funds

- Parsons Grant: \$8,562.67
- Stewart's Grant: \$1493.75

Privilege of the Floor –None

● Committee Reports

- Administration/ Personnel
 - Library Director search- Belinda, Patsy and Margaret met with MVLS on ad description, reach expansion. Job notice will remain open until position is filled.
 - Policy review- recommend that this be done by Administration/Personnel committee rather than full board
- Budget and Finance – None
- Joint Facility – None
- Facility maintenance –
 - Tree removal- 3 large trees were cut down. Left the trunks (12-15' high). Can be felled. Original bill was \$4000. Charged \$1900. Decision left to use leftover funds for trunk removal or to refund town/village and Marchand Manor.

- Cabinet in Community Room is broken. Margaret's husband will fix.
- Several lights are out. Bulbs for main library area are in stock for replacing. Reach out to Vladimir for assistance
- Fundraising – None
- Executive - none
- Nominating – Motion made and approved for Margaret to become President (Helen/Kerry). Motion made and approved to nominate Kelly for Vice President (Helen/Kerry). All approved.
- Ad Hoc – None
- Grants- Patsy, Helen and Margaret will meet to discuss solar grant and other grant opportunities.
- **New Business** – Historic maps hanging location discussed. Looking into getting them professionally relaxed/framed. Margaret will write a thank you letter to Mr. DeVito.

Old Business – Klemm Foundation donation

- Waiting on legal paperwork for funds to be released
 - Suggestion to use some funds to create a pollinator garden near pavilion and dedicate the garden to Bonita and Kai Klemm.
- The meeting adjourned at 7:52pm. Next meeting is February 26, 2026.

Executive Session: None

Profit and Loss YTD Comparison - For Monthly Meet

Sharon Springs Free Library

December 1, 2025-January 22, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	DEC 1 2025 - JAN 22 2026	JAN 1 - JAN 22 2025 (PY YTD)
Income		
1005 Copies/fax/printer	92.20	36.20
43400 Donations	\$81.80	\$28.80
43404 Clothing Shed	111.06	43.88
46431 Fundraising Letter	2,230.00	1,045.00
43401 Donations - Other		50.00
Total for 43400 Donations	\$2,422.86	\$1,167.68
46422 LLSA (Local Lib. Services Aid)		149.30
Total for Income	\$2,515.06	\$1,353.18
Cost of Goods Sold		
Gross Profit	\$2,515.06	\$1,353.18
Expenses		
62110 Accounting Fees	\$5,043.30	\$118.75
62111 Banking Fees	35.00	
Total for 62110 Accounting Fees	\$5,078.30	\$118.75
62800 Facilities		
62892 Electric	512.38	262.98
62100 Contract Services		
62801 Janitorial Services		174.00
Total for 62100 Contract Services		\$174.00
62851 Cleaning Supplies		45.89
62891 Fuel		515.78
Total for 62800 Facilities	\$512.38	\$998.65
65050 Telephone, Telecommunications	336.33	68.23
65060 Automation		
65061 MVLS Automation	1,425.86	296.93
65062 Spectrum		99.99
Total for 65060 Automation	\$1,425.86	\$396.92
Payroll Expenses.		
Gross Wages	1,512.96	2,409.00
FICA/Mcare		184.29
PFML Insurance		-9.34
SDI Disability Insurance		-2.40
Total for Payroll Expenses.	\$1,512.96	\$2,581.55
62152 Programs/Youth		18.25
65010 Books, Subscriptions, Reference		\$192.89
65013 DVDs		26.16
Total for 65010 Books, Subscriptions, Reference		\$219.05

Profit and Loss YTD Comparison - For Monthly Meet

Sharon Springs Free Library

December 1, 2025-January 22, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	DEC 1 2025 - JAN 22 2026	JAN 1 - JAN 22 2025 (PY YTD)
65100 Other Types of Expenses		
65150 Memberships and Dues		20.00
Total for 65100 Other Types of Expenses		\$20.00
Total for Expenses	\$8,865.83	\$4,421.40
Net Operating Income	-\$6,350.77	-\$3,068.22
Other Income		
Other Expenses		
Net Other Income		
Net Income	-\$6,350.77	-\$3,068.22

Balance Sheet for Monthly Meeting

Sharon Springs Free Library

As of January 22, 2026

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 NBT Bank - Money Market - 2344	11,001.25
1001 NBT Bank - Operating Fund - 3504	749.67
1002 NBT Bank - Building Fund - 4008	11,249.82
Cash Holding	68.00
Total for Bank Accounts	\$23,068.74
Other Current Assets	
Uncategorized Asset	3,000.00
Total for Other Current Assets	\$3,000.00
Total for Current Assets	\$26,068.74
Fixed Assets	
129 Main Street	
Building	77,257.00
Building Improvements - 2006	292,437.00
Building Improvements - 2009	55,225.00
Building Improvements - 2022	44,626.84
Building Improvements - 2024	6,300.00
Depreciation	-262,656.00
Land	8,584.00
Total for 129 Main Street	\$221,773.84
Furniture & Fixtures	
Computers - 2014	1,496.00
Computers - 2015	726.00
Computers - 2022	2,277.00
Depreciation	-8,720.00
Furniture	3,000.00
Office Machinery	2,000.00
Total for Furniture & Fixtures	\$779.00
Total for Fixed Assets	\$222,552.84
Total for Assets	\$248,621.58

Balance Sheet for Monthly Meeting

Sharon Springs Free Library

As of January 22, 2026

DISTRIBUTION ACCOUNT	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
FICA/Federal	-1,072.88
State Withholding	-114.52
Total for Payroll Liabilities	-\$1,187.40
Total for Other Current Liabilities	-\$1,187.40
Total for Current Liabilities	-\$1,187.40
Total for Liabilities	-\$1,187.40
Equity	
30000 Opening Balance Equity	280,779.22
32000 Unrestricted Net Assets	-28,875.15
Net Income	-2,095.09
Total for Equity	\$249,808.98
Total for Liabilities and Equity	\$248,621.58

Interim Director s Report 1/22/26

Book Discussion 1/16/26. "Water for Elephants," by S. Gruen. Three attendees.

Closed for 2 holidays - New Year's Day and MLK Jr. Day

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