

**Sharon Springs Free Library**  
**Trustee Meeting**  
May 28, 2026

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

**Staff:** JoAnn Fralick, Emily Bond

**Guest:** Tom Hornauer, Serena Hilburn-Michel

**Absent:** Jeanne Irwin

**Call to Order:** The regular meeting of the Sharon Springs Free Library for May 28, 2026 was called to order at 6:30 pm by Margaret.

**Approval of minutes:** Minutes of April 23, 2026 board meeting reviewed and approved. (Patsy/Cindy).

**Treasurer's Report: (Attached)**

- Use of debit card (rather than CC) for purchases which is great for recording.
  - Debit card is now the main form of payments for Staples, Amazon, etc.
- Forward receipts and reimbursement receipts to Helen from now on
- Helen is looking into other CC for rewards points for non-profit organizations
- Debit card linked to the Money Market account needs to be fixed
- NYS Tax refund is back and in account.
- Helen has returned the library laptop she was using – is now located in storage closet for future use.
- Donation from Sterling Insurance Foundation- Thank you!
  - Margaret will send a thank you note.
  - Insurance Dividend received
- Accounts for April include:
  - x 3504 \$4457.72
  - x 2344 \$58,194.53
  - x 4008 \$8499.82

**President's Report: (Attached)**

- NYLA Membership is renewed and is in Emily's name and email
- Pollinator garden- Margaret, Jeanne and Kerry did some planting in the back. Margaret and Jeanne bought serviceberry shrubs/trees to put in. Kerry is working with local volunteer with heavy equipment to dig up bedrock. Kelly is working still with Girl Scouts on sprouts.
- Elections in the Community Room- Margaret will follow up for June 23 to make sure the room is secure for elections.

**Director's Report: (Attached)**

- Adult Book Discussion group met on Friday, May 15th for a BYOB historical-themed discussion with seven participants attending.

- June 19<sup>th</sup> is the next scheduled meeting with BYOB format and encouraging LGBTQ theme.
- *Pages for Daisy* has seen mild success, with hopes for continued growth in the coming months.
  - The next *Pages for Daisy* event will be held on Saturday, June 27<sup>th</sup>.
- The Sharon Springs Free Library has been selected as a venue for the Schoharie Music Trail.
- The library was selected to receive materials for an early literacy event sponsored by WMHT. Hosted by Jeanne Irwin and Patsy took photos.
- Margaret and Emily attended the Spring Symposium, where we gathered ideas for the library from a presentation on trauma-informed care and its application in library settings.
- Ideas for this year's Summer Reading Program are currently underway.
- The library's collection was expanded through 9 donations and 2 purchases.
- The library was closed on Monday, May 25<sup>th</sup> in observance of Memorial Day.

**Privilege of the Floor:** None

**Committee Reports:**

- Administration/ Personnel
  - Policy Reviews (025) and Form Review – Motion made/ approved with “tweaking” some language (Kerry/Patsy)
- Budget and Finance –
  - Draft investment plan and resolution to designate Peter Pochily
    - Margaret and Helen will collect details on investment, Charter, service fees, etc.
    - Margaret and Helen will schedule a meeting with Peter for follow up.
- Joint Facility – None
- Facility maintenance –
  - A pressure washer is being considered from various offers from board members/ volunteers
  - Property clean up- Ash tree stumps to stay as is for now.
  - Emily is seeing the yearly indoor ant population.
  - Margaret joined a webinar which referenced grants (among other things) and was organized by Limitless Librarian as part of their Free Virtual Seminars.
 

The webinar was called: Growing Together: ARSL's Professional Development, Community & Funding Opportunities. This may have opportunities for updating lights into LED.
  - Emily has started a grants folder to keep track of options.
- Fundraising/ Publicity – Kelly notes the FB engagement has leveled out. Kelly created/ sent out bookmarks with new hours on them.
- Executive – executive session required

- Nominating – Per Eric Trahan, a small number of board member can reside outside Sharon. Tom Hornauer is interested in joining board and will provide an interest form. Vote will be taken during June meeting to bring Tom onto board officially.
- Ad Hoc –
  - Referendum signatures to get on the ballot are issued. We need at least 54; have have collected more than that already, and are still collecting signatures.
    - Margaret will provide necessary paperwork, including signatures to Town Clerk, and share with Town Board at June 3 meeting.
    - Grants- None
- Ongoing Business – Trustee training opportunities-
  - <https://midhudson.org/trusteebookclub/>
    - Check SPAM folder regarding Niche Academy, if not seeing it. This is a new training platform from MVLS

**New Business:**

- Helen Thomas suggested an Adult Drivers Course through AARP. Course fee would be \$25. The library could offer a coupon to encourage adults to take the course. We might consider asking an insurance company to underwrite part of the cost.
- New book ordering
  - Polaris Acquisition costs \$2.75 per item and is ready to enter into our system seamlessly vs. Ingram has changed pricing models and not set up for seamless entrees.
  - For now, Emily will continue to order though Amazon.

**Meeting Adjourned:** The meeting adjourned at 7:39pm. Next meeting is June 25, 2026 at 6:30pm.

**Executive Session:**

- Personnel issues discussed.

# Sharon Springs Free Library

## Balance Sheet

As of May 28, 2026

	TOTAL
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<b>Assets</b>	
Current Assets	
Bank Accounts	
1000 NBT Bank - Money Market - 2344	59,937.86
1001 NBT Bank - Operating Fund - 3504	8,191.94
1002 NBT Bank - Building Fund - 4008	8,499.82
Cash Holding	68.00
<b>Total for Bank Accounts</b>	<b>\$76,697.62</b>
Other Current Assets	
Uncategorized Asset	3,000.00
<b>Total for Other Current Assets</b>	<b>\$3,000.00</b>
<b>Total for Current Assets</b>	<b>\$79,697.62</b>
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
<b>Total for 129 Main Street</b>	<b>\$221,773.84</b>
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
<b>Total for Furniture &amp; Fixtures</b>	<b>\$779.00</b>
<b>Total for Fixed Assets</b>	<b>\$222,552.84</b>
<b>Total for Assets</b>	<b>\$302,250.46</b>
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Liabilities and Equity	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
FICA/Federal	-1,048.93
State Withholding	-117.95
<b>Total for Payroll Liabilities</b>	<b>-\$1,166.88</b>
<b>Total for Other Current Liabilities</b>	<b>-\$1,166.88</b>
<b>Total for Current Liabilities</b>	<b>-\$1,166.88</b>
<b>Total for Liabilities</b>	<b>-\$1,166.88</b>

# Sharon Springs Free Library

## Balance Sheet

As of May 28, 2026

	TOTAL
Equity	
30000 Opening Balance Equity	280,779.22
32000 Unrestricted Net Assets	-27,922.95
Net Income	50,561.07
<b>Total for Equity</b>	<b>\$303,417.34</b>
<b>Total for Liabilities and Equity</b>	<b>\$302,250.46</b>

# Sharon Springs Free Library

## Profit and Loss YTD Comparison

January 1-May 28, 2026

	TOTAL	
	JAN 1 - MAY 28 2026	JAN 1 - MAY 28 2025 (PY YTD)
<b>Income</b>		
0001 Tax Revenue	7,782.15	53,150.00
1005 Copies/fax/printer	354.85	531.05
1018 Lost Book and DVD	15.99	16.95
43300 Grants		
43301 Stewarts	950.00	950.00
43305 MVLS Summer Programming	-30.00	
44530 Local Government Grants		
44531 Town of Sharon Springs	55,400.00	
<b>Total for 44530 Local Government Grants</b>	<b>\$55,400.00</b>	
State Grant	130.00	
<b>Total for 43300 Grants</b>	<b>\$56,450.00</b>	<b>\$950.00</b>
43400 Donations	\$11,648.10	\$539.95
43401 Donations - Other		800.00
43402 Great Book Giveaway	664.15	755.40
43404 Clothing Shed	220.27	140.76
46431 Fundraising Letter	486.00	1,045.00
<b>Total for 43400 Donations</b>	<b>\$13,018.52</b>	<b>\$3,281.11</b>
45000 Investments		
45030 Interest-Savings, Short-term CD	5.17	3.89
<b>Total for 45000 Investments</b>	<b>\$5.17</b>	<b>\$3.89</b>
46422 LLSA (Local Lib. Services Aid)		149.30
47500 Rental Income		\$3,000.00
47501 Community Room	70.00	
<b>Total for 47500 Rental Income</b>	<b>\$70.00</b>	<b>\$3,000.00</b>
Services		73.12
<b>Total for Income</b>	<b>\$77,696.68</b>	<b>\$61,155.42</b>
<b>Gross Profit</b>	<b>\$77,696.68</b>	<b>\$61,155.42</b>
<b>Expenses</b>		
60300 Awards and Grants	-153.00	
62110 Accounting Fees	\$5,130.17	\$4,717.94
62111 Banking Fees	625.13	70.00
<b>Total for 62110 Accounting Fees</b>	<b>\$5,755.30</b>	<b>\$4,787.94</b>
62152 Programs/Youth	185.71	268.25
62800 Facilities	\$122.38	\$130.00
62100 Contract Services	\$1,900.00	\$470.00
62101 Fyr Fighter		370.00
62801 Janitorial Services		1,549.00
<b>Total for 62100 Contract Services</b>	<b>\$1,900.00</b>	<b>\$2,389.00</b>
62851 Cleaning Supplies		143.25
62870 Property Insurance	679.32	713.77
62891 Fuel	2,189.06	1,653.97

# Sharon Springs Free Library

## Profit and Loss YTD Comparison

January 1-May 28, 2026

	TOTAL	
	JAN 1 - MAY 28 2026	JAN 1 - MAY 28 2025 (PY YTD)
62892 Electric	1,219.66	2,138.38
62893 Water/Sewer	226.52	83.65
<b>Total for 62800 Facilities</b>	<b>\$6,336.94</b>	<b>\$7,252.02</b>
65010 Books, Subscriptions, Reference	\$40.00	\$968.22
65011 Print Books	30.00	341.86
65013 DVDs		46.11
65015 Debit Card Balance		480.00
65016 Subscriptions - Mags, Newspaper	-20.00	
<b>Total for 65010 Books, Subscriptions, Reference</b>	<b>\$50.00</b>	<b>\$1,836.19</b>
65020 Postage, Mailing Service	162.00	154.00
65040 Office Supplies	1,684.01	536.72
65050 Telephone, Telecommunications	847.18	540.13
65060 Automation		
65061 MVLS Automation	2,946.61	1,352.72
65062 Spectrum		299.97
<b>Total for 65060 Automation</b>	<b>\$2,946.61</b>	<b>\$1,652.69</b>
65100 Other Types of Expenses		
65110 Advertising Expenses	130.00	440.00
65150 Memberships and Dues	60.00	80.00
65170 Staff Development		
68300 Travel and Meetings		
68310 Conference, Convention, Meeting		28.00
<b>Total for 68300 Travel and Meetings</b>		<b>\$28.00</b>
<b>Total for 65170 Staff Development</b>		<b>\$28.00</b>
<b>Total for 65100 Other Types of Expenses</b>	<b>\$190.00</b>	<b>\$548.00</b>
66000 Payroll Expenses (deleted)		64.00
80003 Machines		
80004 Computers		2,186.00
<b>Total for 80003 Machines</b>		<b>\$2,186.00</b>
Payroll Expenses.	\$2,280.05	
FICA/Mcare	389.96	1,078.02
FUTA	10.42	
Gross Wages	6,414.63	14,184.80
PFML Insurance	-21.80	-54.68
SDI Disability Insurance	-15.27	-16.73
SUTA	72.87	296.46
<b>Total for Payroll Expenses.</b>	<b>\$9,130.86</b>	<b>\$15,487.87</b>
Uncategorized Expense		408.24
<b>Total for Expenses</b>	<b>\$27,135.61</b>	<b>\$35,722.05</b>
<b>Net Operating Income</b>	<b>\$50,561.07</b>	<b>\$25,433.37</b>
<b>Net Income</b>	<b>\$50,561.07</b>	<b>\$25,433.37</b>

## Director's Report – May 2026

The Book Discussion group met on Friday, May 15th for a BYOB historical-themed discussion with seven participants attending. The group has decided to continue with another BYOB format for June, and members are being encouraged to select books with LGBTQ themes in recognition of Pride Month. A display selection has been prepared, with additional titles ordered through other libraries. June's Book Club meeting is scheduled for June 18th.

The annual report was officially completed and submitted on May 14th.

Pages for Daisy has seen mild success, with hopes for continued growth in the coming months. The next Pages for Daisy event will be held on Saturday, June 27th.

The Sharon Springs Free Library has been selected as a venue for the Schoharie Music Trail. Planning is currently underway for a Juneteenth celebration on June 20th featuring live music. Promotion for the event will begin after the planning committee visits the library and final details are finalized.

The library was selected to receive materials for an early literacy event sponsored by WHMT. The event was successfully hosted by Jeanne Irwin during storytime and included a visit from Head Start children. Patsy attended and took photographs during the event. Reviews from participants will be submitted, and the program will be included in the next annual report.

Margaret Kindling and I attended the Spring Symposium, where we gathered ideas for the library from a presentation on trauma-informed care and its application in library settings. We also visited MVLS and I received a tour of the facilities.

Ideas for this year's Summer Reading Program currently include a town-wide stuffed animal scavenger hunt, dinosaur egg painting, and a movie night screening of Jurassic Park.

The library's collection was expanded through donations, including three adult nonfiction titles and six children's books. Two additional books were purchased for the collection: *Strangers: A Memoir of Marriage* by Belle Burden and *Theo of Golden* by Allen Levi.

The library was closed on Monday, May 25th in observance of Memorial Day.