



**Board of Trustees Meeting Minutes:  
Monday, July 14, 2025, at 6:45 PM**

**Present:**

Gabrielle Giacomazzo, President  
Jane Dietz, Vice-President  
Courtney Bynoe, Secretary  
Lori-Ann Novello, Trustee  
Kathleen Busch, Trustee  
Lisa Kropp, Library Director  
Caitlin Sempowich, Assistant Director

Board President Gabrielle Giacomazzo called the meeting to order at 6:46 PM

Motion to adopt the agenda (Bynoe/Busch) 5-0.

Motion to adopt the prior meeting minutes (Dietz/ Bynoe) 5-0.

A young patron, Eleanor Busch, introduced herself to the Board to say hello.

The Director shared correspondence with the Board, copies of which are included in the meeting packet.

Motion to adopt the Treasurer's Report as presented, including receipts, disbursements, warrants and cash flow (Bynoe/Busch) 5-0.

The Director and Assistant Director gave their reports to the Board, copies of which are included in the original meeting packet.

**Budget and Finance Committee (LN/GG):**

Motion to transfer \$150,000 from the general fund checking account into the employee benefits committed fund (Dietz/Bynoe) 5-0.

Motion to transfer \$31,000 from the general fund checking account into the renovation/capital fund (Bynoe/Busch) 5-0.

Motion to transfer \$50,000 from the general fund checking account into the new technology committed fund (Bynoe/Busch) 5-0.

Motion to transfer \$55,000 from the merchant services account into the general fund checking account (Dietz/Busch) 5-0.

**Infrastructure Committee (JD/CB):** no report.

**Personnel Committee (GG/KB):**

Motion to approve payroll of June 25 and July 9 for full and part-time employees (Dietz/Novello) 5-0.

Motion to approve 2025-26 CSEA contractual raises (Novello/Dietz) 5-0.

Motion to approve the resignation of part-time Technical Support Aide Phillippe Dol, effective July 2, 2025 (Busch/Bynoe) 5-0.

Motion to approve the appointment of Sophia E. Cristotomio as a part-time Library Page at a rate of \$16.50 per hour, beginning July 16, 2025 (Dietz/Bynoe) 5-0.

Motion to approve the appointment of Meghan R. Quigg as a part-time Library Page at a rate of \$16.50 per hour, beginning July 17, 2025 (Busch/Bynoe) 5-0.

**Policy Committee (CB/LN):** no report

**Strategic Planning Committee (KB/JD):** no report.

**Unfinished Business:** There was no unfinished business to report on.

**New Business:**

The Board discussed establishing a routine trustee training schedule at the next meeting, where each trustee will be assigned a month to bring an topic or section of the Handbook for Library Trustees in New York State to the meeting for discussion.

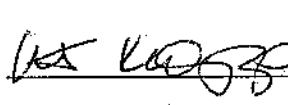
A suggestion was made to bring the new Government Relations Specialist from SCLS to the September board meeting to discuss advocacy issues. The Director will move ahead with those arrangements.

Motion to enter into executive session at 7:32 PM to discuss a personnel accommodation request (Dietz/Bynoe) 5-0.

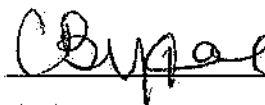
Motion to exit executive session at 8:00 PM (Bynoe/Novello) 5-0.

With no further business to discuss, the meeting adjourned at 8:00 PM (Dietz/Bynoe) 5-0.

Next meeting: Wednesday, August 20, 2025, in the Annex Conference Room.

 8/20/25

Lisa Kropp, note taker



Courtney Bynoe, Board Secretary