May 19, 2026
Marion Public Library Board of Trustees
Regular Meeting

Attendance

| Board and Invited Attendees | Present<br>Kerry Sargent, President<br>Melanie Rivera, Vice President<br>Joanna Meyer, Secretary<br>Samantha Buss, Library Board Trustee<br>Gail Stoddart, Library Board Trustee<br>Tracy Whitney, Library Manager<br><br>Margi Taber, Town Board Co-Liaison | Absent<br>Mary Johnnson, Town Board Co-Liason |
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| Other Attendees | There were no other attendees. | |

The meeting was called to order by Kerry at 7:00pm.

1. Public Comment: none.
2. The April 21, 2026 meeting minutes were read; motion to accept minutes motion to accept minutes with the correction of typos listed below including of was made by Sam, seconded by Gail. The motion passed unanimously.
    a. In item #2, line1, correct “Ro” to “Ron”.
    b. In item 6e correct “ad Waye COuty” to “and Wayne County”
3. Financial Report: The operating statement showed a balance of $192,918.82 as of 5/14/26.
4. Approval of bills
    a. FFRPL for digital materials is being sent to OWWL.
    b. Motion made to approve the current library bills in the amount of $7761.14 by Melanie, seconded by Gail. The motion passed unanimously.
5. Manager’s report
    a. Library programs are ongoing and have included story times for preschoolers and toddlers, adult book club and the new Little Steps walking club. April 2026 statistics included a total materials circulation of 1398 and digital uses at 347.

b. Outreach: Via community schools: the Library participated in Career Fair at the Jr/Sr High and the Future Fair for 4th-6th graders and Bites. The Library also had a presence at the Spring Arts and Academic Showcase at the Jr/Sr High. Also the Books and Bites club.

c. Trainings/Meetings: Tracy attended the OWWLDAC meeting and the NYS Retirement Seminar for Employers

d. Summer reading program theme will be “Unearth a Story”.

e. Added to the collection is a Family Membership to Genesee Country Village & Museum Pass that gives admission for 2 adults and dependents under 17y/o.

f. Facility Updates

i. The elevator was out of service in late April. Kone came to diagnose and reset it and said they will do a more thorough evaluation on the next maintenance visit.

ii. The front window has a chip in it and now appears that the integrity of the seal has been compromised. The Town has been informed.

iii. The drinking fountain is still not replaced. Tracy has been working with Nick to determine if it can be fixed or replaced. If it needs to be replaced, Joanna made a motion that the Library would cover the cost to upgrade to a water fountain with bottle filler (above the cost of an exact or similar replacement for the fountain only), Kerry seconded. The motion passed unanimously.

iv. Discussion regarding the signage at the door regarding the Library hours. The sign is very faded and the Town has been discussing updating signs next year.

6. Committee Reports

a. Budget Planning Committee: Tracy typically puts together most of the budget, planning for operating expenses, etc. The plan is to have Tracy present this to the Library Board at a special meeting on September 1; the Library Board will plan to go into executive session regarding employee salaries after the presentation of the proposed budget.

7. Old Business

a. Children’s area improvements:

i. Tracy shared visuals and a presentation regarding the plan for the children's area. She shared that it is clearly supporting the Long Range Plan.

ii. Reshelving/cataloging the picture books to be grouped by category rather than by author. This requires work in the computer behind the scenes once a category is decided; it will be more user friendly for children to access books on topics of interest.

iii. Tracy is finishing the planning of the updates to the children’s area with Creative Play Concepts. The new layout includes browsing bins for picture books as well as new upholstered bench seating. The total proposed cost of $21,572.87 (under budget). Funds bequeathed to the library by Meredith Sorenson through her estate will fully fund the project.

b. Reserve Funds

i. Ron followed up with an email of next steps regarding reserve funds and clarity around the management of our funds.

ii. Follow-up: Kerry to follow up with details from the Town. Kerry and Mel will go to M&T to confirm accounts are in correct account types.

iii. The focus of the June meeting will be moving through monetary priorities.

8. New Business

    a. Minimum Standards Compliance: The Board acknowledges and reviewed that the Marion Public Library has the required policies.

        i. Samantha moved that the Marion Board of Trustees affirms that the Library is in full compliance with the New York State Minimum Standards for Public and Association Libraries as outlined in Commissioner's Regulation §90.2, and further directs Tracy Whitney to email the Executive Director of the OWWL Library System a link to the board meeting minutes once they are posted to the library's website, within two weeks of the meeting, in accordance with the New York State Open Meetings Law. Gail seconded, and the motion passed unanimously.

9. Adjournment: Motion to adjourn was made by Sam, seconded by Melanie. The meeting adjourned at 8:16pm.

Respectfully submitted by Joanna Meyer, secretary.

Upcoming dates:
June 16, 2026 at 7:00 PM: Regular Library Board Meeting
July 21, at 7:00 PM: Regular Library Board Meeting
September 1, 2026 at 6:30pm: Special meeting: Budget Proposal with anticipated executive session
September 15, 2026 at 6:30pm: Regular Library Board Meeting