

Seneca Falls Library Board of Trustees
Meeting Minutes

March 16, 2026 – 5:30 PM

Present: Maggie Carson, Marie Leo, Robert Kernan, Martin Toombs, Haidee Oropallo, Jan Driscoll, Jeanmarie Burke, Laurie Lorenzetti, Dan Babbitt, Sr., Mari Sandroni and Deb Jones

Absent: Kelly Redder, Chetta Brown, and Kristin Sandroni

Staff: Jenny Burnett and Lori Stoudt

- 1.) Public Comment – no public present
- 2.) Review of potential conflicts of interest – none
- 3.) Reports to the Board
 - a) President’s Report
 - i.) See Proposal for Year Two Distribution of Bonafiglia Family Foundation Grant Fund

Motion to accept the proposal for year two distribution of Bonafiglia Family Foundation Grant Fund. Dan Babbitt moves. Marty Toombs seconds. All in favor. Motion passes.
 - ii.) See Proposal for Digitization Grant: *The Microphone* Yearbook Companion

Motion to accept proposal for digitization grant. Marty Toombs moves. Laurie Lorenzetti seconds. All in favor. Motion passes.
 - b) Treasurer’s Report
 - i.) See Treasurer’s Report, February 2026
 - ii.) See the Suggested Edit Changes to the Form 990

Motion to make the changes proposed by Treasurer, Bob Kernan to the Form 990. Deb Jones moves. Marie Leo seconds. All in favor. Motion passes.
 - c) Library Director’s Report
 - i.) See March 2026 Library Director Report
 - ii.) Personnel approval needed for the new Substitute Clerk, Gabriela Concepcion

Motion to approve personnel change. Marie Leo moves. Marty Toombs seconds. All in favor. Motion passes.
- 4.) Committee Reports
 - a) Buildings and Grounds
 - i.) See Buildings and Grounds Report, March 2026
 - b) Policy and Ethics
 - i.) See Cash Handling, Continuing Education, and Purchasing Policies

Motion to approve the Cash Handling, Continuing Education, and Purchasing Policies including recommended changes. Maggie Carson moves. Dan Babbitt seconds. All in favor. Motion passes.

- c) Strategic Planning / Finance – No report
- d) Audit
 - i) The audit of February records was completed
- e) Personnel
 - i) See Personnel Committee Report for March 16, 2026
 - ii) See Proposed Employee Handbook Updates

Motion to approve changes to handbook. Marty Toombs moves. Mari Sandroni seconds. All in favor. Motion passes.

- iii) Short sleeve, black polo shirts with the SFL logo will be ordered for staff. This is a pilot program. The shirts are optional for staff to wear. The initial purchase of \$500 will be made using Bonafiglia Grant Funds. One shirt will be given to all staff and if the pilot program is successful, more shirts will be provided.

- f) Fundraising
 - i) The March Book Cart Sale was successful
- g) Board Membership
 - i) Kelly Redder will not be able to attend meetings in person for a few months. Other committee members will be presenting the reports in her absence.

5.) Approval of minutes of February 2026 board meeting. Laurie Lorenzetti moves. Jeanmarie Burke seconds. All in favor. Motion passed.

6.) Motion to approve committee reports. Laurie Lorenzetti moves. Dan Babbitt seconds. All in favor. Motion passed.

7.) Motion to adjourn. Jan Driscoll moves. Marie Leo seconds. All in favor. Motion passes.

Meeting adjourned 6:19 PM

Next meeting: Monday, April 20, 2026

Approved by board on _____ :

Deb Jones, Secretary