

Stevens Memorial Community Library
Minutes of the Regular Meeting of the Board of Trustees
April 20, 2026

The Regular meeting of the Board of Trustees was held In Person at the Library, at 6:00 PM.

President Katie Kennedy, called the meeting to order at 6:00 PM. Also present were:

Trustees:, Sandy Eck, Kim Harding, Jennifer Wilkinson, Lori Kubik (via phone), Stuart Hempel, Lisa Neary (treasurer), and Barb Helak.

Staff: Director Palmer Perkins

Public: Andrea Seeloff

We did pledge to the flag.

1 Motion: Barb Helak moved to approve the agenda. Kim Harding seconded, and the motion passed unanimously.

Public Comments were: Great Job!

2 Motion: Stuart Hempel moved to approve the minutes from last month. Kim Harding seconded, and the motion passed unanimously.

3 Motion: Jennifer Wilkinson moved to approve the expenditures and the Treasurer Reports and Abstracts. Sandy Eck seconded, and the motion passed unanimously.

4 Motion: Jennifer Wilkinson moved to approve moved the Capital Asset Policy, Surplus Property and Scrap Metal Policy, and the Credit Card Policy. Katie Kennedy seconded, and the motion passed unanimously.

5 Motion: Kim Harding moves that the Stevens Memorial Community Library 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 Director Palmer Perkins 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. Jennifer Wilkinson seconds, and the motion passes unanimously.

6 Motion: Jennifer Wilkinson moved to approve the Fund Balance Policy, Fund Balance Resolution, the Building Reserve Fund Resolution and the Equipment Reserve Fund Resolution. Kim Harding seconded, and the motion passed unanimously.

7 Motion: Katie Kennedy moved to adjourn the meeting at 6:56 PM. Kim Harding seconded, and the motion passed unanimously.

The next meeting(s) will be held on:

Finance Meetings: **Tentative** May 20, 2026 at 5:00 PM at the Library, if necessary dependent on the budget vote.

Regular Board Meeting Monday, May 18, 2026 at 6:00 at the Library

Personnel Tuesday, TBA at in the Library

Respectfully submitted,

Jennifer M. Wilkinson, Secretary

ANNUAL MEETING MINUTES:

The Annual meeting of the Board of Trustees was held In Person at the Library, at 7:00 PM.

President Katie Kennedy, called the meeting to order at 6:00 PM. Also present were:

Trustees:, Sandy Eck, Kim Harding, Jennifer Wilkinson, Lori Kubik (via phone), Stuart Hempel, Lisa Neary (treasurer), and Barb Helak.

Staff: Director Palmer Perkins

Public: Andrea Seeloff

Director's Annual report (online, attached to the agenda).

New Business,

a. Election of Officers

Nominations were called and seconded, accepted, and carried.

President – Katie Kennedy

VP – Kim Harding

Secretary – Jennifer Wilkinson

Treasurer – Lisa Neary

b. Board Member Petitions – filled out and submitted to the school for Sandy Eck, Andrea Seeloff is interested in the vacant position and will run as a write-in candidate

For Public Comments, no comments.

1 Motion: Kim Harding moved to adjourn the meeting at 7:03 PM. Katie Kennedy seconded, and the motion passed unanimously.

Respectfully submitted,

Jennifer M. Wilkinson, Secretary