

January 2026 Board of Trustees Meeting
Meeting Minutes
15 January 2026

Present: Katie Centolella, Dan Malay, Karin Beickert, Angela DeSantis, Dr. Indu Gupta, Max Ruckdeschel, Sue Smith, Lisa Moore, Dr. Joseph McDonald, Ben Clardy

Not Present: Teddy Lewandowski, Leanne Werbeck, Melinda Dermody

Also Present: Maria Collins

January Board Meeting, Call to Order

ACTION ITEMS:	Katie called the meeting to order at 5:46
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Approval of Minutes: December Board meeting

DISCUSSION:	Minutes distributed in advance for review
ACTION ITEMS:	- Motion to approve minutes by Ben, seconded by Karin - Approved unanimously by those present

Nominating committee: Vote on Executive Committee members

DISCUSSION:	Present election of the Executive Committee members: Katie Centolella/President, Lisa Moore/Vice President, Vacant/Treasurer, Dan Malay/Secretary, Melinda Dermody/Membership Chair
ACTION ITEMS:	- Motion to elect members of the Executive Committee by Indu, seconded by Ben - Approved unanimously by those present

President's Report, Katie Centolella

DISCUSSION:	- Katie reviewed the committees list, highlighting continued opportunities on Facilities, Finance & Audit, Fundraising and Personnel - Committees will be an important part of action plans being developed in the Strategic Plan - Group discussed opportunity to engage community in Earth Day clean-up in collaboration with the Friends of the Library and perhaps share awareness with Town of DeWitt clean-up day activities - Maria mentioned "volunteer page" options for high school aged students
ACTION ITEMS:	Plan to extend Treasurer search via social media outreach

Strategic Planning, Katie Centolella

DISCUSSION:	- The Discovery Phase is complete, Heidi is working with the committee on pathways (initiatives) that will be supported by Action Plans. These Actions Plans will be in full development by the Spring, and should help guide committees, budgeting and operational efforts moving forward - The Board discussed the importance of having a dashboard and/or other standardized process for tracking and routinely referencing Action Plans once defined
ACTION ITEMS:	None

Facilities Report, Maria Collins & Dan Malay

DISCUSSION:	- Several ongoing issues are highlighted in the Executive Directors report - Repairs continue to be a substantial budget expense
ACTION ITEMS:	Maria will connect with Apple Roofing re: warranty company reference

Director's Report, Maria Collins

DISCUSSION:	- Executive Directors report distributed in advance for review - There are no new appointments, however, as discussed at a previous meeting, the Executive Director compiled and presented to the Board a roster of current staff and their roles to administratively appoint them via Board action - Maria shared news of a resignation – Cassidy's last day will be January 30th - The Board discussed metrics (traffic, circulation, programming) comparing December 2025 to December 2024. The month of December 2025 showed in-person traffic decreased, with increased "virtual" traffic – the leadership team is monitoring. This may have been weather or scheduling related. - Maria shared the healthcare benefit enhancements enacted for 2026 have been received positively by staff - Maria reviewed a mid-cycle budget and proposed changes to account for HR and health benefits changes, repairs, and other operational needs
ACTION ITEMS:	- Motion to accept Executive Directors recommendation to appoint all existing staff to their existing roles by Karin, seconded by Max. - Approved unanimously by those present - Motion to approve mid-year budget adjustments, subject to clarification of one item related to the roll-up of staff salaries by Ben, seconded by Joe - Approved unanimously by those present - Maria to review anticipated Assistant Director vacancy and provide recommendations

Adjournment

DISCUSSION:	None
ACTION ITEMS	- Motion to adjourn by Karin, seconded by Indu - Motion approved unanimously by those present, meeting adjourned at 6:48pm
Next Meeting	February 26, 2026

Board Training Opportunities (Annual requirement = 2 hours, please notify Maria when complete)

- What Every Trustee Should Know, Recording/On-Demand, [Recording Link](#)
- Review of the Handbook for Library Trustees of NYS (2023 Edition), available in hardcopy from Charles
- Additional OCPL Resources: <https://drive.google.com/drive/folders/1LfaRXbshDFvJgIOFDU13445G5zqAiimc>