

LaGrange Association Library  
Board of Trustees Meeting  
Thursday July 10, 2025 @7 PM

**MINUTES**

**Attendees:** Mary De Bellis, President Suzanne Davis, Susan Birchman, Devon Bryan, Ann Commisso, Ginnie Genovese, Jack Jones, Dan Jacobs, Julie Colacchio, Melanie Wargo

**Absent:** Maher Pathan

**Guest:** Karishma Thakkar lives in the area and is observing a meeting. She is interested in fundraising for the library.

**Call to Order:** 7:01 by President Suzanne Davis

**Correspondence:** Mark Williams (from the MHLS Board of Trustees) sent a thank you note expressing his appreciation for his visit last month and how well the board works together.

**Consent Agenda**

- **Action Item:** Be it resolved that the Board acknowledge and approve the following items as the Consent Agenda:
  - Meeting Minutes for June 12, 2025
  - Director's Report
  - June Financial Reports with the following budget adjustments:
    - Acceptance of the Digital Navigators Program incentive in the amount of \$500 and an increase to the budget by the same amount
    - Decrease Creativebug expenditure by \$423
    - Increase museum pass memberships expenditures by \$75
    - Increase staff education expenditures by \$348
    - Decrease capital expenditures - equipment by \$2,179.68
    - Increase common area maintenance charges By \$2,179.68

Motion to approve: Dan Jacobs

Second: Melanie Wargo

Passed unanimously

**Capital Campaign/Fundraising (Melanie)**

- Nothing current to report

**Board Development/Nominating (Ginnie)**

- Karishma's interest in helping with fundraising is welcome

**Building (Jack)**

- Need more time on our lease to apply for NYS construction grant funding
- Lease extension is prepared and ready to be signed
  - Motion to approve the first amendment to the lease

Motion to approve: Jack Jones

Second: Devon Bryan

Passed unanimously

### **Bylaws/Policy (Devon)**

- All motions completed last month

### **Finance (Dan)**

- CAM costs are rising, as with everything, they are trending upward
- Implementation of an employee retirement plan
  - We are considering (and other local libraries are):
    - Providing a 403(b) plan administered by a separate company
    - Providing Simple IRAs
  - Making a contribution directly to an employee's IRA with a percentage match
  - Possible 1-1.5% of annual budget
  - Administration would also be a cost
- Phase 3 Reno
  - Estimate from Barone about \$430K, Furniture estimate about \$123K, 8% architect fee pushes total to about \$597K.
  - \$440K currently in our Vanguard Building Fund.
  - We will apply for NYS Grant- may provide up to 50%, unsure of exact amount, with 90% Fall of 2026 and 10% upon completion.
    - Construction could start before the check comes
    - Must consider the schedule of construction firms
  - We definitely cannot proceed until we find out how much NYS construction aid we will get
    - We will hold off on soliciting additional bids.
    - We also will keep our current investment allocation as it is for now.
  - If we get enough grant money to cover the difference, are we willing to exhaust our capital funds in order to complete the project?

### **Long Range Planning (Ann)**

- Nothing to report

### **Personnel (Devon)**

- **Action Item:** Be it resolved that the Board appoint Samantha Brandal as the full time Adult/Teen Services Librarian at a salary of \$23 per hour effective July 3, 2025.

Motion to approve: Julie Colacchio

Second: Ann Comisso

Passed unanimously

### **Old Business**

- 414 Budget Vote - 2026
  - It might be a good idea for members of the LAL Board to attend the town meetings in order to become familiar with the new incoming Town Supervisor and new Town Council members.
- New Director will be hired by LAL Board
  - Position has been posted and we have received resumes
  - Personnel Committee will winnow candidates before the Board is involved

### **New Business**

- **No new business**

**Adjournment:** 7:29PM by Suzanne Davis

Motion to approve: Susan Birchman

Second: Ginnie Genovese

Passed unanimously

Respectfully submitted by  
Julie Colacchio, Secretary

**Next meeting: August 14, 2025**