

## **Minutes**

Board of Trustees of the Johnstown Public Library

April 16, 2025 6pm

### **Attendance**

Trustees Camarra, Jeffers, Russo, and Van Arnam were in attendance. Library Director Erica Wing was also present. Trustees Callery, Derwin, and King were absent.

### **Call to Order**

The meeting was called to order by Vice President for Finance Camarra at 6:03pm.

### **Approval of Minutes of March 19, 2025 Meeting**

Trustee Jeffers moved to adopt the minutes of the March 19, 2025 meeting. Trustee Russo seconded. The minutes were unanimously approved.

### **Public Comment**

There were no members of the public present.

### **Approval and Payment of Claims**

The Warrants list for April 2025 was audited by Claims Auditor Richard Camarra. Mr. Camarra found all claims to be legitimate claims for monies due from the Johnstown Public Library and recommended payment of the same. Motion made by Trustee Van Arnam and seconded by Trustee Jeffers to approve the April Warrants and to have Mr. Polidore, our Treasurer, prepare checks for payment of these claims. Motion unanimously approved.

### **Financial Report**

Vice President for Finance Camarra presented March 2025 Finance reports for review. Motion to accept these reports was made by Trustee Camarra and seconded by Trustee Van Arnam. The motion carried unanimously.

### **Old Business**

1. **Outdoor Project Update:** The contracts for Phases I and II have been signed. A Phase I kickoff meeting is scheduled for Tuesday, April 22<sup>nd</sup>, with the first day of construction tentatively scheduled for Monday, May 5<sup>th</sup>. This is exciting, and a long time coming. Director Wing will be in touch after the kickoff meeting to coordinate a possible “ground-breaking” photo-op.

### **New Business**

1. **2025 Lawn Care Proposal** was provided by incumbent Philip Warner in the amount of \$4,200. Included work would be a weekly mow and trim along with cleanups in the spring and fall. In addition will be clearing and maintaining the area behind the parking lot fence in anticipation of the upcoming construction project. The cost is the same as last year, with the additional work balanced out by less work that will be required on Market Street during construction. Trustee Russo moved to accept the proposal. Trustee Jeffers seconded. The motion carried unanimously.
2. **2026 Budget and Election:** The 2026 Budget and Trustee election is scheduled for Wednesday, June 25<sup>th</sup>. Trustee Russo’s and King’s seats are up for re-election. There has been much discussion about staying at the tax cap of \$499,150 after last year’s request of \$485,000. Despite the Library already operating in a very fiscally conservative manner, some cuts in different budget lines (including Health Insurance) may need to be considered in order to make this levy feasible. A more in-depth discussion will be had next month. A motion to set the 2026 levy request at \$499,150 was made by Trustee Van Arnam and seconded by Trustee Russo. Motion passed unanimously.

### **Director's Report**

1. The new people counter has been installed and is working well. The count is transmitted in real time to a tablet, where it is stored for retrieval. On average, the manual count has been under by approximately 30%.
2. Annual conflict of interest statements will be distributed next month when more trustees are in attendance.

### **Adjournment**

A motion to adjourn at 6:36pm was made by Trustee Russo and seconded by Trustee Van Arnam. The motion carried unanimously.

Next Meeting: May 21, 2025 at 6:00 pm

Respectfully submitted by Erica Wing, Library Director (in the absence of Secretary Derwin)