



**Fayetteville Free Library
Board of Trustees Meeting Minutes
May 26, 2026**

DRAFT

Present: K. Blythe, J. Berg, P. Griffin, S. Gridley, J. Resig, M. Russell, W. Shepard, A. Stone, M. Whipps, H. Matzel, E. Burnham, L. Flanagan, L. Kraus, D. Gorman

Absent:

Excused:

Call to Order:

Shepard called the meeting to order at 5:33 PM

Mission Moment:

Kraus presented an Instagram video post of an interview that she did with West Genesse High School Senior Oliver Rufa. Rufa discussed his positive and inspiring experience with the FFL Makerspace from the time he was a young child to his current career path.

Public Comment:

No public comments, no public attendee

Approval of Minutes:

Shepard called for a resolution to approve March 3, 2026; minutes as submitted.
Stone (M); Berg (S); unanimous approval

Review of Financial Reports:

Russell: presented the Treasures Report. The library continues to show positive variances in income related to the book sale, general donations, the annual giving campaign and interest earned on savings. All regular operating expenses are trending under or close to budget except utilities. The Finance Committee has planned to have cash prepared for the East Wing renovation invoices which are now starting to come due.

Matzel: OCPL has presented a draft MOU for member libraries to share with their boards, there is an additional 3% increase in fees proposed which member directors unanimously feel is outweighed by the value of the service provided by OCPL.

Shepard called for a motion to accept the treasurer's report as presented:
Gridley (M); Whipps (S); unanimous approval

Report of the President:

Shepard – Thank you to library staff and board members for their work on preparing and advocating for the 2026/2027 library budget that has now been passed. Everyone is encouraged to attend the Summer Reading Kickoff party on June 25th. A board training event

will be held in July, stay tuned for dates. There will be an executive session at the end of this meeting to discuss the performance evaluation of the library's Executive Director.

Report of the Executive Director:

Matzel presented January – April 2026 collection usage and program attendance data. Matzel also shared pictures of some of the special programs and outreach events held at the library in the first two quarters of 2026.

Kraus presented the Facebook and Instagram data for 2026 so far. Both social media outlets have seen skyrocketing increases due to the entertaining videos put together by Kraus and team.

Matzel gave an overview of the several grant applications that Kraus and team have put together. Matzel discussed the fundraising efforts of the Fundraising Work Group that is working with consultant Heather Waters and shared a concept rendering of the furnishings for the east wing renovation.

Board Committee Reports:

Facilities- Resig reported the committee met on May 13th and discussed the East Wing renovations, and building maintenance items.

Governance- Shepard reported that the committee discussed to need to have a support working group to address the state mandated policy additions that will be required.

Board Action Items:

Shepard called for a resolution to approve the updated FFL Mission and Vision statement
Griffin (M); Stone (S); unanimous approval

Shepard called for a resolution to approve the NYS Annual Report for Public Libraries
Griffin (M); Whipps (S); unanimous approval

Shepard called for a resolution to acknowledge and sign off on the OCPL Artificial Intelligence Use Policy for Library Staff
Stone (M); Blythe (S); eight approved; Russel had been excused from remainder of the meeting

Shepard called for a motion to go into executive session to discuss a personnel matter at 6:52 PM
Gridley (M); Whipps (S); eight approved; Russel had been excused from remainder of the meeting

Shepard called for a motion to exit executive session at 7:27 PM
Stone (M); Griffin (S); eight approved; Russel had been excused from remainder of the meeting

Adjournment:

Shepard called for a motion to adjourn. 7:28 PM:
Resig (M); Griffin(S); eight approved; Russel had been excused from remainder of the meeting

Respectfully submitted:
Laurel Flanagan- Operations & Facilities Manager