



**Fayetteville Free Library
Board of Trustees Meeting Minutes
September 15, 2026**

DRAFT

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

Absent: K. Graham

Excused: P. Griffin

Call to Order:

Shepard called the meeting to order at 5:31 PM

Mission Moment:

Kraus presented a story about the adults with disabilities program facilitated by Kraus and Randi Ludwig. An additional story about one of the Art Festival vendors who got their start as a crafter at the annual Art Festival.

Public Comment:

No public comments, no public attendee

Approval of Minutes:

Shepard called for a resolution to approve May 26, 2026; minutes as submitted.
Stone (M); Berg (S); unanimous approval

Review of Financial Reports:

Lisson: The library's auditor presented the Financial Statements from the library's 2025/2026 annual audit as well as the 2025 Form 990 filing for the FFL. The audit was clean and the library financials are in good order. After many attempts Lisson was able to speak with a representative at the IRS about the library's ERC status which continues to be under review.

Shepard called for a resolution to approve the fiscal year 2025/2026 audit and the 2025 Form 990 as presented.

Resig (M); Russell (S); unanimous approval

Russell presented the August Treasures Report. The library financials continue to show a lot of activity due to the different payment schedules related to the grants awarded for the east wing renovation project. The operating budget is tracking close to budget. The Finance Committee worked with the auditor to review and accept the annual audit.

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 administrative staff, finance committee and auditor for their work on the recent audit. Recap on the Board Training held this summer. Thank you to everyone who attended the supporter event in July and thank you to the library staff for another busy summer of library programs and services.

Report of the Executive Director:

Matzel presented May- August 2026 collection usage and program attendance data. Matzel also shared pictures of some of the special programs and outreach events held at the library over the summer.

Matzel reported on the work of the Fundraising Work Group and the fundraising consultant Heather Waters.

Board Committee Reports:

Facilities: Resig reported the committee will be meeting on September 16 and that it continues to monitor the progress of the east wing renovation.

Governance: Shepard reported that the state has a requirement for seven “new” policies that must be board approved at the November meeting for implementation by January 1, 2027. Staff and select board members have volunteered to review/write these policies as soon as possible so that all board members will have adequate time to thoroughly review well before the November board meeting.

Board Action Items:

Shepard called for a resolution to certify the eVote taken on 8/27/2026 regarding the submission of the application for the NYS library Construction grant
Resig (M); Stone (S); unanimous approval

Shepard called for a resolution to approve the 2027-2031 Onondaga County Public Library Memorandum of Understanding
Whipps (M); Berg (S); unanimous approval

Adjournment:

Shepard called for a motion to adjourn. 6:30 PM:
Stone (M); Gridley(S); unanimous approval

Respectfully submitted:

Laurel Flanagan- Operations & Facilities Manager