



DRAFT MINUTES

Board of Trustees ~ Regular Meeting
Wednesday, April 22, 2026 at 6:32 pm
4922 Lake Shore Drive, Bolton Landing, NY 12814

- **Call to Order and Roll Call of Trustees**

- Linda Breen (President) – 2027

- Sue Heusner (Vice President) – 2030

- Aimee Holmes (Secretary) – 2031

- Justine Mosebach (Treasurer) – 2029

- Mary Ciccarelli - 2031

- Jane Gabriels – 2028 – ABSENT

- Lynn Lavelle – 2029

- Joan Peebles – 2028

- Tracey Puckhaber – 2030

- Staff in Attendance: Christiann Gibeau and Sarah Jordan

- **Disposition of Minutes of the Previous Meeting** – No comments or changes

- Motion to approve the February 2026 Board Meeting Minutes made by Tracey Puckhaber, seconded by Joan Peebles – All in favor – Approved***

- **Treasurer's Report**

- March Financial Statements – presented by Justine Mosebach

- Motion to approve the Treasurer's report made by Sue Heusner, seconded by Lynn Lavelle – All in favor – Approved***

- Evaluating and setting up a new credit card vendor in the name of our new Director

- Linda Breen recommended obtaining a credit card in Christiann Gibeau's name on behalf of the Finance Committee – All in favor – Approved***

- Linda Breen recommended maintaining a second credit card in Sarah Jordan's name on behalf of the Finance Committee – All in favor – Approved***

- Motion to accept the Treasurer's report made by Sue Heusner, seconded by Lynn Lavelle – All in favor – Approved***

- **Director's Report** – presented by Christiann Gibeau

- SALS Annual Dinner (May 18)

- Sarah to attend the *IMLS Library Convening 250: Telling America's Story* in Washington, DC (June 10-12), with funding provided through SALS

- LSTA Competitive Grant Consideration
Linda Breen recommended pursuing the LSTA Competitive Grant – All in favor – Approved
- Christiann mentioned wanting two people to be working shift at closing due to safety concerns, possibly with volunteers
- **Committee Reports**
 - Building & Grounds – Lynn Lavelle and Linda Breen
 - Committee met today about anticipated future needs for planning purposes
 - Flag pole is now up and they're working toward lighting
 - Front door keypad not working; discussed replacement options
 - Finance
 - CD matures in May after next board meeting
 - Book Sale (July 24-26) – Mary Ciccarelli and Lynn Lavelle – No updates
 - Fundraising – Joan Peebles and Linda Breen
 - Prototype of custom decorative ornament
 - Farmer's Market (starts last Friday in June)
 - Plant Sale (May 23) – Carla Cumming organizes and manages
 - Pickleball Tournament (tentatively June 20-21)
 - Grants – Sarah Jordan
 - Received books and craft kits for early literacy from WAMC program
 - Lake Placid Foundation grant due June 1
 - Long Range Plan – Aimee Holmes – No updates
 - Christiann asked about mechanism for checking in with where we are with regard to the Long-Range Plan; will continue discussions
 - Personnel – Linda Breen – No updates
 - Policies & Procedures – Linda Breen
 - Discussed need for updates and revisions
 - Christiann noted that the board needs to vote on each individual policy and procedure and review them on a regular basis
 - Sunshine
 - Flagpole (Barry Kincaid)
 - Filing Cabinet (David Becker)

Motion to accept the Committee reports made by Justine Mosebach, seconded by Lynn Lavelle – All in favor – Approved

- **Old Business**

- We Are Instrumental – SALS program to help put instruments into the hands of local students. BOL volunteered to be a drop-off point. Waiting for information from SALS.
- Sassafra Yoga Classes – Yoga teacher started a chair yoga class at Town Recreation Center, in addition to other local classes; discussing community needs (Linda)
- Trustee needed to act as a Library Liaison at monthly Town meetings
- **New Business**
 - Meet the New Director Open House (May 7)
 - Flagpole, 250th Anniversary Dedication (possibly for Flag Day)
- **Period for Public Comment** – No public in attendance
- **Other Business** – None
- **Executive Session**
 - To discuss the medical, financial, credits or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.
 - Entered into Executive Session at 7:26 pm
 - Ended Executive Session at 7:30 pm – No action taken
- **Date of Next Board Meeting**
 - May 20, 2026 @ 6:30 pm
- **Adjournment**

Motion to Adjourn the March 2026 Board Meeting made by Mary Ciccarelli – Seconded by Joan Peebles – All in Favor – Approved at 7:31 pm