

**SIDNEY MEMORIAL PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**

**Tuesday, 9/9/25**

**4:30 P.M.**

**Sidney Memorial Public Library – Smart Community Room**

TRUSTEES: ANN ZIENO, MARY JANE PLUMMER, PAMELA GILBERT, TOM GORMAN, COLLEEN MCKINNEY, EMELINDA GRONWALL, NANCY HORNUNG

**AGENDA ITEMS**

**1. CALL TO ORDER**

**2. MINUTES OF AUGUST 12<sup>TH</sup>, 2025 MEETING**

**3. CORRESPONDENCE**

SEPTEMBER NEWSLETTER

CD INTEREST DOCUMENTATION

**4. PUBLIC COMMENT FROM THE FLOOR**

**5. FINANCIAL AND STATISTICAL REPORTS**

GIFTS

RECEIPTS

STANDARDS

DISBURSEMENTS

BOARD CLAIMS

ROLLOVER WAYNE BANK CD \$100K MATURING 9/10/25

ROLLED OVER NBT BANK CD \$130K 8/28/25 to 11/28/25 at 3.95%

INCREASE NBT CD TO \$200K

INQUIRED RE: NYSEG TAX EXEMPT ISSUE

VOTE ON RESCHEDULING 11/11/25 LIBRARY BOARD OF TRUSTEES MEETING DUE TO FEDERAL HOLIDAY

**6. PERSONNEL**

AWAITING ADOPTION OF CUSTODIAL WORKER POSITION BY DELAWARE COUNTY PERSONNEL

UPDATING POSITION DESCRIPTION FOR LIBRARIAN II POSITION FOR DIRECTOR

**7. BUILDINGS AND GROUNDS**

STEVE BACHMAN, EXECUTIVE DIRECTOR OF 4CLS IS INQUIRING RE; SCOPE OF WORK AMENDMENTS FOR HVAC PROJECT

IN PROCESS OF SUMMITTING REQUIRED AMENDMENTS TO SCOPE OF WORK FOR HVAC PROJECT

AWAITING DECISION FROM DIVISION OF LIBRARY DEVELOPMENT RE:

ELEVATOR GRANT APPLICATION

C & H HAS COMPLETED INSTALLING SMALL HVAC UNITS – SOME WORK ON THE CEILING TILES NEEDS TO BE COMPLETED

REQUESTED QUOTE FOR MASONVILLE HEAT PUMP FROM C & H

AN ACTUATOR THAT IS A COMPONENT OF THE REAR VESTIBULE FAILED AND HAS BEEN REPLACED

DURING THE PROCESS OF INSTALLING THE SMALL HVAC UNITS, IT WAS DISCOVERED THAT THERE IS A PEST INFESTATION IN THE CEILING OF THE

VESTIBULES AND COMMUNITY ROOM. OBTAINED QUOTE FOR REMEDIATION FROM ERLICH PEST CONTROL – IMPLEMENTING.  
SUBMITTED APPLICATION FOR 2025 NY STATE LIBRARY CONSTRUCTION GRANT TO REPLACE RUSTING ADA ACCESS HANDRAILS – FRONT AND BACK PAINTING PROJECT IN SECOND HALF OF SEPTEMBER  
ORDERED SEVEN NEW PCS TO UPGRADE TO WINDOWS 11  
FAIRWAY LAWNS COMPLETED WEEDING, TRIMMING, MULCHING  
ADVISED JOHN JONES FROM SIDNEY COMMUNITY FOUNDATION TO PLACE THE ORDER FOR PLAQUE AND MATERIALS FOR LAWN SIGN INSTALLATION

**8. COLLECTION DEVELOPMENT**

WEEDING IS ONGOING AT SIDNEY  
IMPLEMENTED COMICS PLUS RESOURCE

**9. PROGRAMMING**

CASSANDRA AND MONICA ARE COMPLETING 2025 SUMMER READING REPORTING  
OFFERED TWO COMPUTER CLASSES  
NANCY IS COORDINATING A CRAFT PROGRAM FOR OCTOBER  
STARTING SIDNEY PHOTOGRAPHY CLUB PARTNERSHIP IN SEPTEMBER  
KEIKO IS COORDINATING A COMMUNITY ART SHOW FOR OCTOBER / NOVEMBER  
COORDINATING WITH JOYCE NEAL FOR CRAFT PROGRAMS IN OCTOBER  
HISTORIAN SCOTT PAYNE IS PROVIDING A PROGRAM ON THE REVOLUTIONARY WAR BATTLE OF BENNINGTON

**10. POLICY DEVELOPMENT**

DISCUSSION OF MEETING ROOM USE FOR A *MEET THE CANDIDATES* EVENT  
VOTE ON APPROVAL BOARD OF TRUSTEE CODE OF ETHICS POLICY  
VOTE ON APPROVAL OF CONFLICT OF INTEREST / ETHICS POLICY

**11. UNFINISHED BUSINESS**

FLAT ROOF GRANT  
HVAC GRANT  
PAINTING PROJECT  
VILLAGE OF SIDNEY IS IN THE PROCESS OF INSTALLING A WATER METER

**12. NEW BUSINESS**

ELEVATOR GRANT IMPLEMENTATION

**13. FRIENDS OF THE LIBRARIES**

MEETING AGENDA AND MINUTES

**14. OTHER**

DIRECTOR'S REPORT

**15. ADJOURNMENT**

**Next meeting: October 14, 2025 at 4:30 pm. Location will be at Sidney Memorial Public Library – Smart Community Room.**