

## Livingston Manor – Roscoe Library Board Meeting

11/12/25

Meeting via Zoom due to weather.

**Present:** President Amy Hines, Vice Presidents Pat Zschack and Paul Shultz, Treasurer Kristen Scharold, Secretary Gail Hascha, Director Peggy McGuire, Sally Cerny, Marge Feuerstein, Nancy Buck, Michele Hemmer, Gabe Tully, Betty Tempel, Elizabeth Fosnight, Meg McNeill  
**Absent:** Ellen Pope

**Call To Order:** President Amy Hines called the meeting to order at 5:32 p.m.

**Minutes Approval:** A motion to approve the October 15, 2025 meeting minutes was made by Paul Shultz and 2nd by Betty Tempel. All accepted.

**Treasurer's Report:** Kristen Scharold went over the bank balances for October. The 2025 budget status was reviewed and the library is expecting to stay within the budget as planned. The board will look closely at merger related expenses and expenses in regards to the Eastern Star Building purchase as they occur. There were no further questions regarding the Treasurer's Report.

### Bank balances

Manor Ink: \$18,509.48

LMFL old checking account: \$3,718.03

Capital Account: \$9,029.40

LM-R Checking Account: \$63,907.52

Community Foundation General Fund: \$43,950.72

Community Foundation Campaign Fund: \$99,981.07

**Resolution:** A motion to approve the Treasurer's Report was made by Paul Shultz and 2nd by Sally Cerny. All accepted.

**Directors Report:** Director Peggy McGuire read through the many activities that took place in October including the following updates. The library Auction which concluded on October 27 has so far netted \$2,500 via PayPal. The community letter/appeal donations total \$7,128. Printing and postage costs were \$2,431. Last year at this time the LMFL appeal revenue was \$5,072. The Annual Community Halloween Party was a big success. Special thanks to Jessica Davis and Michele Hemmer for their planning efforts, Kaatskeller owner Jon Westergreen for his sponsorship and The Kaplan Foundation for additional necessary funding. The closing to buy the Eastern Star Building is scheduled to take place on 11/13/25. Peggy put forth for Board approval the hiring of new employee Daina Lynn Forsberg for Friday/ Saturday and subbing hours mainly in the Livingston Manor branch. There were no questions regarding the Director's Report.

A motion was made to approve the hire of Daina Lynn Forsberg by Paul Shultz and 2nd by Elizabeth Fosnight. All accepted.

### **Governance Committee:**

A motion to Adopt a ByLaw revision to allow the option of Co-Presidents was made by Sally Cerny and 2nd by Meg McNeill. All accepted.

A Motion to elect Sally Cerny, Paul Shultz and Kristen Scharold for another 3-year term ending 12/31/2028 was made by Gail Hascha and 2nd by Michelle Hemmer. All accepted.

A motion to accept with regret the resignation of Fran Muller from the board and extend appreciation for her service on the Merger Planning Committee was made by Sally Cerny and 2nd by Nancy Buck. All accepted.

### **Budget Finance Committee:**

Peggy McGuire read through the proposed revisions of the 2026 budget and discussion was had by the board on each of the revisions.

A motion to adopt the revised 2026 budget was made by Paul Shultz and 2nd by Meg McNeill. All accepted.

A motion was made by Paul Shultz and 2nd by Nancy Buck to adopt amendments to personnel policy as follows:

- Employer contribution to the Library Director's health insurance of 80%.
- Employer contribution to regular full-time staff's health insurance of 60%.
- Eligible employees may opt-out of the health insurance benefit and will receive an opt-out payment, the amount to be determined annually.
- Employer retirement contribution to all full-time employees will be at the rate comparable to what they would be eligible for based on years of service recognized under Civil Service criteria.

The motion was unanimously accepted.

**Building and Grounds:** Gabe Tully said the Eastern Star Building has not been winterized yet and should be done as soon as possible.

### **Community Outreach:**

Michele Hemmer stated that the Annual Community Halloween Party attracted 160 participants to The Kaatskeller pizza restaurant's patio for games, pizza, and a costume contest.

### **Old Business:**

The Eastern Star building purchase is scheduled to close on November 13,2025. Paul Shultz will attend with Peggy McGuire. A meeting will be scheduled to finalize a written agreement for the terms and conditions with the Eastern Star organization's use of the Eastern Star building and new library.

**Architectural Report Progress:** Paul Shultz reported that the architects met with Amy Hines, Peggy McGuire and himself. Discussion continues on the location and planning of the new structure.

**Task Force on Future Planning:** Amy Hines expressed the Board's gratitude to Jeff and Susan Castle for their very generous stock gift to the Livingston Manor-Roscoe Library. They requested their gift support projects at the Roscoe Branch.

**Adjournment:** A motion was made to adjourn the meeting at 6:59 p.m by Paul Shultz and 2nd by Meg McNeill. All Approved.

Respectfully submitted by Gail Hascha, Secretary.