

**CFL Regular Board Meeting
March 18, 2026 6:30 pm**

Meeting Minutes

Board Members

Lauren Mossotti-Kline, John Hoeschele, Mike Anderson, Kristina Petrella, Eugene Waldbauer, Liz Cole, Myron Walter, Julie Campbell, Bryan Riccardi

Excused: Kim Hay, Glenn Reisweber, Kathleen Elliot

Participating via zoom: Kathleen Hennessey, Rio Mar Cluster II, Unit 39D, Rio Grande, Puerto Rico

Others Present

Director: Jessica Magelaner

Staff: Assistant Director Theresa Mekeel, Library Cataloging and Materials Specialist, Aimee Dorward, Safety and Facilities Specialist, Craig Larimer

Regular Meeting

1. The meeting was called to order at 6:30 pm by President Mossotti-Kline

2. Public Comment

Advance notice encouraged: email director@cortlandfreelibrary.org and/or cfltrustees@gmail.com.

3. Safety and Facilities Update

Craig reported that there were no major incidents to report.

4. Approval of Minutes

- **February 18 Regular Board Meeting**

Trustee Walter moved to accept minutes from the February 18, 2025 regular meeting, seconded by Trustee Hoeschele. Motion approved.

5. Review and Vote to Receive Financial Statements

February 2026 Financials

- Trustee Hennessey moved to accept the February 2026 Financial Statements, seconded by Trustee Campbell. Motion approved.

6. Old Business

- **2024 Financial Review-update (Jessica)**

No update is available at this time

- **2025 Audit RFP – update (Kathleen)**

Accounting firms have not responded as of yet to the CFL request for audit proposals. Trustee Hennessey asked trustees for any suggestions on other possible firms to contact for audit.

- **FLLS Central Library Next Steps - vote**
The following motion was offered...

Trustee Waldbauer moved that the board of Trustees of the Cortland Free Library, express interest to the Finger Lakes Library System Board, in being considered for the opportunity to serve as the next Central Library for the Finger Lakes Library System. Furthermore, should the Cortland Free Library be chosen, it would be with the prerequisite that a Memorandum of Understanding be drawn up and agreed upon by both boards prior to finalizing the commitment to serve as Central Library. Seconded by Trustee Cole. Motion approved.

- **Volunteer Recognition in April**

It was decided that both Nancy Snedecker and Georgette Ogle be recognized for their long term service to the library.

7. Director's Report

Director Magelaner reported that she and Craig attended Cortland Counts meeting in March with state senator Webb. Topic was prevention plan with a focus on health, the opioid crisis, in New York state. The Annual Report is still waiting on login, we will most likely need a special meeting at some point in April. Director Magelaner attended a Finger Lakes Library System Director's meeting on March 12.

8. Construction Update

- Chair Walter gave an update on construction developments. It was decided that the center diffuser was not centered in the ceiling location and will require an electrician to relocate the conduit/wiring and patch an area that has been cut open. Despite the addition expense it was decided to move ahead and move diffuser to the center location in the ceiling.
- Roofers will arrive next week to install structural steel for rooftop unit, crane to install rooftop unit is scheduled for Monday, March 30.
- No bids yet on the elevator project. Jon Carnes is following up with contractors. NYS has adopted the 2022 elevator code replacing the 2016 code. Elevattitt is reviewing potential changes to determine if there is any impact on our project.

9. Committee Reports

- **Trustees were asked in advance to review all committee updates and bring any question to committee chairs.**

- **Presidents Report**

President Mossotti-Kline reported that Trustee Reisweber will be stepping down as board trustee and will no longer head the nominating committee. This led to a discussion about decreasing the number of board trustee members. CFL charter calls for 15 trustees and to decrease that number would require CFL to amend charter with the state. Discussion also included changing trustee terms from 5 years to 3, and possibly adding term limits. Board will discuss further and try to make a decision at next month's meeting.

10. New Business

- **Discussion- Library Records Confidentiality Policy**

After discussion Trustee Hoeschele made motion that the Library Records Confidentiality Policy be approved as presented, seconded by Trustee Cole. Motion approved.

11. Next Meeting Date- Wednesday, April 15, 2026 at 6:30pm

- Please have any requests for agenda items and corresponding documents to the President and/or Library Director by Tuesday, April 7.

12. Adjourn

Trustee Waldbauer made a motion to adjourn, seconded by Trustee Cole. Motion approved.

Meeting adjourned at 7:23

Respectfully submitted
Mike Anderson
Secretary, Board of Trustees