CFL Regular Board Meeting
May 20, 2026 - 6:30 p.m.
Minutes

Attendees: Lauren Mossotti-Kline, Kristina Petrella, Eugene Waldbauer, Myron Walter, Julie Campbell, Bryan Riccardi, Kim Hay, Kathleen Elliot, Kathleen Hennessey
Excused: Liz Cole, John Hoeschele, Mike Anderson

Others Present
Director: Jessica Magelaner
Staff: Assistant Director Theresa Mekeel, Library Cataloging and Materials Specialist, Aimee Dorward

Regular meeting:

1. The meeting was called to order at 6:35 pm by President Mossotti-Kline

2. Public Comment
   Advance notice encouraged: email director@cortlandfreelibrary.org and/or cfltrustees@gmail.com.
   None

3. Approval of Minutes

   - April 15 Regular Board Meeting
     Trustee Walter moved to accept minutes from the April 15, 2026 regular meeting, seconded by Trustee Elliott. Motion approved.
   - April 25 Special Meeting

     Trustee Hennessey moved to accept minutes from the April 25, 2026 special meeting, seconded by Trustee Hay. Motion approved.

4. Review and Vote to Receive Financial Statements

February 2026 Financials

- Trustee Hines moved to accept the April 2026 Financial Statements, seconded by Trustee Petrella. Motion approved.

5. Old Business
   - Annual Report Update - Director Magelaner reported that the annual report was submitted and accepted by FLLS and NYS had two clarification questions that were addressed.
   - 2024 Financial Review - Trustee Campbell moved to accept the 2024 financial review prepared by Port Kashdin and McSherry and reviewed by the finance committee, second by Trustee Waldbauer. Motion approved.

- Facilities Audit follow-up discussion
  Trustee Walter suggests repairs to the parapet walls get scheduled for spring 2027 - many broken bricks. Trustee Waldbauer suggests boiler replacement, seam sealing on the roof, front door replacement and preventative maintenance be a top priority. Trustee Campbell suggests Director Magelaner will look into grant funding from the Renzi Foundation, application opens in July.

6. Director's Report

- The first "Friends" meeting had eight people attend and looks to be an excited group to begin working.
- The library will cancel the lawn mowing service and a lawn mower will be purchased so Craig can mow the library lawn.
- Summer Reading program begins on June 29th, the theme is "Unearth the Story."

7. Construction Update

AC should be working in June! The new price for the elevator is $515K. Trustee Walter is asking for CG pricing but it's not in yet.

8. Committee Reports

9. New business

Trustee Hennessey moved to approve the Petty Cash Policy, seconded by Trustee Waldbauer. Motion approved.

Trustee Elliott moved to approve the Purchasing/procurement policy, second by Trustee Hay. Motion approved.

The Board will not meet in August 2026. (summer break)

10. Next meeting date - Wednesday, June 17, 2026 at 6:30pm

Please have any requests for agenda items and corresponding documents to the President, Vice President and/or Library Director by Tuesday, June 9.

11. Adjourn

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

Meeting adjourned at 7:34

Respectfully submitted
Kim S. Hay
Board of Trustees