

**MENDON PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**Monday August 4, 2025, 7:00 p.m.**  
**Mendon Public Library**

**Unapproved**

**PRESENT:** Mary McCabe (President), Tom Ochsenhirt (Vice-President), Alison Zero Jones (Treasurer), Nipa Armbruster, Tom Dooley, Alicia Zysman-Cromwell

**EXCUSED:** Katie Corey (Corresponding Secretary),

**OTHERS PRESENT:** Lyla Grills (Director), Cynthia Carroll (Town Liaison), Lisa Reniff (Recording Secretary)

*Meeting was called to order at 7:03pm by Mary McCabe.*

**PUBLIC COMMENT:** None

**TOWN REPORT:** (Cynthia Carroll)

- The highway department will widen and stripe Boughton Hill Road.
- On the weekend of graduation many street signs were knocked down.
- The Town held a public hearing and the board decided to table the decision about changes to the temporary sign policy.
- The town also held a public hearing on residency restrictions for the Deputy Highway Superintendent.
- The Town hired a human resource specialist on an hourly basis as needed.

Tom D. added additional information regarding the area for sale in front of the Library by the Village.

From the Town Board Minutes, Tom D. read that Village requested that the Town take ownership of the 10.5' easement that includes the sidewalk, light posts and retaining wall. There was some discussion whether the width of the easement was appropriate.

*7:12pm Mary left meeting and Tom O. took over.*

**APPROVAL OF MINUTES:** (Tom Ochsenhirt)

Motion was made to approve the minutes from July 7, 2025, Mendon Public Library Board of Trustees Regular Meeting.

Motion: Alicia Zysman-Cromwell

Second: Alison Zero Jones

Unanimously Approved

Motion was made to approve the minutes from July 21, 2025, Mendon Public Library Board of Trustees Budget and Finance Committee Meeting.

Motion: Alicia Zysman-Cromwell

Second: Nipa Armbruster

Unanimously Approved

*Mary returned to meeting.*

**TREASURER'S REPORT:** (Alison Zero Jones)

The Financial Report of the MPL Board of Trustees was distributed for the August 4, 2025, Regular Meeting. The Library's account transfers, vouchers, and deposits were reviewed, as well as the Board of Trustee's account balances, deposits, and payments.

Motion was made to accept the Financial Report of the MPL Board of Trustees for the August 4, 2025, regular meeting.

Motion: Alison Zero Jones

Second: Alicia Zysman-Cromwell

Unanimously Approved

Three approved checks will need to be signed after the Library receives new blank checks.

**PRESIDENT REPORT:** (Mary McCabe)

The President and Tom D. went to a workshop together. They found one thing interesting, that the board should be reviewing themselves. Lyla talked about Brighton doing this as well.

Nipa is resigning from the Board of Trustees starting this meeting if possible. She is scaling back her volunteer work to travel and see family and friends.

**COMMITTEE REPORTS**

**Budget Committee:** (Lyla Grills)

Lyla presented the proposed 2026 budget. The major changes are in personnel. The page will be summer only. The proposed FT Librarian I position has been scrapped and will remain PT. Instead, another PT Librarian Trainee was included to handle some teen and adult programing. The computer savings program is working well. The computers are approaching 3 years old and do not need to be replaced and we will have \$15,000 currently in the 2025 budget and computer reserve fund for this purpose. The utility line does not have any buffer and will be tight in 2026. It was felt that books will increase in price. A vote on the 2026 Budget will occur after the executive session.

**Policies Committee:** (Lyla Grills)

Nothing to report.

**Long Range Plan Committee:** (Tom Dooley)

A review was tabled until next month.

**Sustainable Library Initiative Committee:** (Tom Dooley)

Busy month and will have a meeting in the fall. Katie may work on the policy remotely.

**DIRECTORS REPORT:** (Lyla Grills)

The Library Director's Report was distributed and reviewed. The following items were discussed:

- Summer has been very busy. Many of the staff have helped with programs and extra circulation duties. The library visits for July 2025 are the highest it has ever been since at least 2017.
- The Friends received a \$1000 donation to buy books at Bleak House Books.
- Our next BOT meeting is September 8th.
- Tom D will go to the Town Meeting regarding the old Critics property.
- Alicia will be honored at the HFLCSD Alumni Hall of Fame Weekend.

**NEW BUSINESS**

**Librarian Trainee Position:** (Lyla)

It was requested that the library retain our current Librarian Trainee in a PT position.

A motion was made to promote current Librarian Trainee PT Temporary to Librarian Trainee PT Permanent and to reduce the Page position hours and transfer \$1400 from Page to Librarian Trainee Budget line.

Motion: Alison Zero Jones                      Second: Alicia Zysman-Cromwell                      Unanimously Approved

*It was motioned that the meeting was to move to executive session to discuss the employment of an employee.*

*At 8:04pm was motioned that the meeting was to move to full session.*

**OLD BUSINESS**

**2026 Library Budget:** (Lyla)

It was motioned that the proposed 2026 Mendon Public Library Budget be forwarded to the Town.

Motion: Mary McCabe                      Second: Tom Ochsenhirt                      Unanimously Approved

*At 8:05pm it was motioned that the meeting moved to executive session to discuss medial history of a person.*

*At 8:20pm it was motioned that the meeting was to move to full session.*

**PUBLIC COMMENT:** none

Regular Meeting adjourned at 8:20pm.