

**Minoa Library**  
**Meeting Minutes**  
**December 4<sup>th</sup>, 2025**

**Members Present:** Laura Ravera, Angela Klock, Lori Farrell, Linda Stoddard, Desiree Schepp, Patty Deberjeois, Michele Coolbeth, Tom Carlin

Call to Order: 5:30 pm.

Motion to accept the October Minutes: Accepted by Angela & Michelle

**Treasurers Report:**

Lori went over the 2025 and 2024 budget. November, between the 2 years, looks good for 2025. We are under budget.

Having less staff has helped to lower payroll costs.

Minimum wage is on budget for 2026, 3 % increase for all employees starting January 1<sup>st</sup> 2026.

Motion to approve this increase: Patty & Angela

Approved by all members present.

The projected costs are on point.

There are plans for us to review the lease payment in the new year.

Motion to accept Treasurers Report: Michele and Tom

**Directors Report:**

The library has continued to be busy with programs and day-to-day business. Laura was able to purchase the 5 new computer towers and laptop for the Board Treasurer and stay well under the Facilities Budget.

The board needs to vote on the 2026 Tax Cap form, which Laura will then file with the state. The board needs discuss the library budget for 2027, as Laura will have to send our letter to the ESM school board in February.

There was a motion to vote on the 2025 tax levy by Angela and Tom

All members approved.

The library is currently accepting goods for a few local charities. We are collecting non-perishable food and other pantry items for Heaven's Pantry, and we have a bin set up to collect items for Al Stirpe's pet supply drive. In the hallway outside the library there is also a bin to gather Toys for Tots for the Marine Corps toy drive. Minoa patrons have been very generous so far this season.

Laura will be renewing the Empire Pass again for 2026, at a cost of \$72.00, which is a savings of \$8.00 for a renewal. This pass went out 14 times in 2025 from June through August. Along with the Onondaga County Parks Passes and the MOST Pass, our patrons are definitely getting the "MOST" out of our free entrance fees to local attractions.

Sometime in 2026 we will have a visit from Amanda Schiavulli, the Coordinator for Member Services at OCPL. She will be attending a board meeting with the goal of speaking of Trustee Training at each suburban library. Laura will reach out to her with possible dates of our meetings, which need to be decided.

At the recent Director's meeting, the topic of the 225th anniversary of the United States was discussed. Do we want to do anything to commemorate the event? Any suggestions? I will also discuss programs with Emily. We will go over this again in future meetings.

Motion to accept Director Report: Michele, Tom

### **Programming:**

December – The cookie train – 1 cookie per child with a candy cane

Wednesdays – Story Time

Celebrating CNY

Kids Outreach

Old business: 401K through Paychex is a No

New business: Quickbooks needs to be updated to the newest version for 2026

Next meeting: January 22, 2026

### **2026 Meeting Dates**

January 22 – March 26 – May 21 – June 25 – August 20 – October 22 – December 3