

**Lewiston Public Library
Board of Trustees
Regular Meeting Minutes
Monday, February 2, 2026**

Trustees present: Fred Caso, Christopher Pannozzo, Wendy Guild Swearingen, April Saks
John Daigneau, Matthew Feldman, James Spanbauer
Also present: Jill Palermo, Library Director

The regular meeting of the Lewiston Public Library Board of Trustees was held Monday, February 2, 2026

Call to Order

Meeting called to order at 6:31 p.m.

Public Comments

None.

Friends Report – Ms. Palermo

- Getting the newsletter together
- Volunteer of the year
- Marsha would like to do more
- The next Friends' meeting is February 9, 2026, at 6 p.m.

Approval of Minutes

Motion to approve the minutes of January 5, 2026, by Mr. Spanbauer, seconded by Mr. Feldman. Motion carried.

Director's Report – Ms. Palermo

- Annual report to New York State
- Usually done by Baker and Taylor who is now out of business; Nioga looking at new portal
- Hoopla: can set limits on per patron, per item, per price. Monthly amount limit set at \$583
- Ms. Palermo will create a Facebook post notifying patrons of new Hoopla limits
- Ralph Wilson Foundation grant webinar: active lifestyles, respite programs, skills training, community garden, library of things. Application will be available sometime this month

Invoices Report

The board received the latest Invoices Report for review.

Motion to accept the report as presented by Mr. Caso, seconded by Mr. Daigneau. Motion carried.

Profit & Loss Report and Income & Expenditures Reports

The Trustees received the January 2026 Profit & Loss and Income & Expenditures Reports for review.

Motion to accept P&L and I&E reports by Mr. Caso, seconded by Mr. Daigneau. Motion carried.

Correspondence

- None.

Reports

1. **President's Report** - Christopher Pannozzo:
 - a. Busy time at library
 - b. Working of setting up committees, compliance
2. **Liaison to Town Board Report** – Request Sarah Waechter to be liaison
3. **Treasurer's Report** – John Daigneau: January 5, 2026, \$165,193.42 in account; February 2, \$155, 880.92 in account reflecting the \$10k check to the Library to cover budget gap.

Committee Reports

1. Finance – Chair: John Daigneau; members Mr. Pannozzo and Mr. Spanbauer
2. Personnel/Policies – Chair: Ms. Guild Swearingen, members Mr. Feldman, Ms. Saks. Trustees to review policies and provide suggestions for the March 2026 meeting
3. Building and Grounds – Chair: Mr. Spanbauer, members Mr. Caso and Mr. Daigneau. Considering ad hoc committee, Mr. Pannozzo to reach out to Larry Wills, reach out to Town of Lewiston to ask if a DPW employee can advise Library
4. Strategic Planning/PR – Chair: Mr. Caso, members, Mr. Feldman, Ms. Guild Swearingen

Old Business

- None.

New Business

- Review of leaks throughout library due to severe winter weather
- Ask DPW to replace grate in parking lot and plow Library lot early

Trustee Comments

- Need to plan a schedule of committee meetings
- Mr. Daigneau excused at 7:57 p.m.

Next Meeting

The next board meeting will be held Monday, March 2, 2026, at 6 p.m.

Adjourn

Motion to adjourn by Mr. Caso; second by Mr. Spanbauer. Motion carried.
Meeting adjourned at 8:29 p.m.