

**Lewiston Public Library
Board of Trustees
Regular Meeting Minutes
Monday, May 4, 2026**

Trustees present: Fred Caso, Christopher Pannozzo, Wendy Guild Swearingen, April Saks
John Daigneau, James Spanbauer, Matthew Feldman

Also present: Jill Palermo, Library Director, Sarah Waechter, Town Board Liaison

The regular meeting of the Lewiston Public Library Board of Trustees was held Monday, May 4, 2026

Call to Order

Meeting called to order at 6:04 p.m.

Public Comments - none

Friends Report – Ms. Palermo

- Naming of Booksale room, brainstorming
- May not have Friendly Gathering or may combine it with Library 125th anniversary
- Garden Club 99th anniversary discussion

Approval of Minutes

Motion to approve the minutes of April 13, 2026, by Mr. Caso, seconded by Mr. Spanbauer.
Motion carried.

Director's Report – Ms. Palermo

- Physical circulation 3,294; Overdrive 2,903; Hoopla 249
- Received state aid funding (LLSA) 10% - \$423.40
- One District One Book with Lew-Port, family literacy night, check for \$114 (give back)
- Summer Literacy \$525 – Love Your Library Mini Grant
- Utica dividend \$2,333
- Building update, men's restroom leaks when it rains
- Memorial sculpture – invoice for bronzing service first of 3 payments \$1,662, the second 2 will be around \$700
- Will send annual report to Trustees soon
- Current accountant – Jody Moscato from Brown Accounting, looking for a new accountant
- NIOGA annual dinner is May 20

Motion to approve the Sexual Harassment Policy by Mr. Feldman, seconded by Ms. Saks.
Motion carried.

Invoices Report

The board received the latest Invoices Report for review.

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

Profit & Loss Report and Income & Expenditures Reports

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

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

Correspondence - none

Reports

1. President's Report - Christopher Pannozzo:

- a. Larry Wills from DPW is lukewarm about advising the Library

Motion by Mr. Pannozzo to go into executive session to discuss a situation with a Library employee, seconded by Ms. Saks. Motion carried.

Motion to close executive session and reopen open meeting at 6:49 p.m. by Mr. Pannozzo, seconded by Mr. Daigneau. Motion carried.

- 2. Liaison to Town Board Report** – Discussed the issue of getting first allocation payment from Town of Lewiston late (end of January/February) with Ms. Waechter. She will look into it.
- 3. Treasurer's Report** – John Daigneau: April 13, \$157,824.16 in account; down from March 2, 2026; account is up 15.33% from May 2025.

Committee Reports

- 1. Finance – none
- 2. Personnel/Policies – Ms. Guild Swearingen asked Trustees to review the updated Library Trustee bylaws with their edits incorporated to vote on in June.

Motion to approve updated policies that have been reviewed by Mr. Caso, seconded by Mr. Feldman. Motion carried.

- 3. Building and Grounds – Mr. Caso: Mussachio plan of action was \$5,800; not much of value/guidance to move forward. Forwarded to Town of Lewiston and they will handle it. Art Fountain needs service.
- 4. Strategic Planning/PR – Annual report, Ms. Guild Swearingen is putting it together; Ms. Saks will help

Old Business - none

New Business - none

Trustee Comments – 250th Art Show was at Library, good content

Next Meeting

The next board meeting will be held Monday, **June 1, 2026**, at 6 p.m.

Adjourn

Motion to adjourn by Mr. Daigneau; second by Mr. Caso. Motion carried.
Meeting adjourned at 7:09 p.m.