

DRAFT

Springport Free Library

December 17, 2025

Library Board of Trustees Meeting Minutes

Attendees: Trustees - President Christy Cooper, Jeanne Hardy, Jim Young, Laurie Waldron, Sabrina Shepherd, Barbara Casper; Library Director Carla Piperno-Jones. Additional Attendee: Kim Hooper

Board President, Christy Cooper called the regular board meeting to begin at 6:38 pm.

Old Business:

- I. The November 19, 2025, Library Board of Trustee Meeting Minutes was reviewed. Laurie Waldron made a motion to accept the report with this correction. Jeanne Hardy seconded the motion. The motion was open for discussion. The Trustees voted 6-0 to accept the motion.
2. The November 2025 Financial Report prepared by Library Bookkeeper Scott Zippel was reviewed. Jim Young made a motion to accept the report. Christy Cooper seconded the motion. The motion was open for discussion. The Trustees voted 6-0 to accept the motion.
3. Library Director Carla Piperno-Jones presented the December 17, 2025, Director's Report. Key items included:
  - a) Carla reported the recent adult holiday "paint a mug" program and the snow globe craft night for children were successful. She also reported that all forty of the "elf on the shelf" activity bags were claimed within three days. Photos of all activities were posted on Facebook.
  - b) Due to the concerns of incremental flooding, Carla has ordered new shelving units to place along the walls of the basement to protect the maker space supplies. A new toilet bowl seat has also been ordered for the smaller bathroom in the basement. She also reported that the Hygiene Closet has been restocked with essential items.
  - c) In lieu of the flooding concerns, Carla and Christy Cooper have contacted two businesses to inspect the building and offer estimates for flooding abatement.
  - d) Carla attended a directors meeting at the Finger Lakes Library System. Information about changes and opportunities for the NY State grant cycles was reviewed at the meeting. This included access to helpful instructions, documentation, timelines and resources. Carla was also informed that the Springport Free Library had received a \$2,000 collection development grant. She reported that these funds can be used for the purchase of materials for circulation and e-content costs.
  - e) On behalf of herself as the Library Director and the library staff, Carla shared their appreciation for the support and work of the Board of Trustees to help meet the needs of the community throughout the past year. She and the staff are looking forward to working with the trustees in the coming year. The Board of Trustees shared their mutual appreciation for the work that Carla and the staff of the library have done throughout the year.

Laurie Waldron made a motion to accept the December 17, 2025, Directors Report. Sabrina Shepherd seconded the motion. The motion was open to discussion. The Trustees voted 6-0 to accept the motion.

2. Board President Christy Cooper met with a representative from CNY Gutters today (12/17/2025) at the library to investigate possible causes and solutions to flooding problems in the basement. They offered suggestions for immediate work and provided an estimate of the potential cost for a long-term solution. Sabrina Shepherd contacted and will be meeting with a representative from Zerrillo Construction and will provide the board with a review of their assessment and estimated cost. The Board will discuss both proposals at the January meeting.
3. Trustee Sabrina Shepherd investigated the cost of purchasing a Cricut machine and accessories for the library. The trustees discussed the costs and benefits of acquiring this machine for library programming and promotions. Jim Young made a motion to allocate up to \$500 to purchase a Cricut machine and accessories. Jeanne Hardy seconded the motion. The motion was discussed. The Trustees voted 6-0 to accept this motion. Sabrina volunteered to make these purchases.

**New Business:**

1. President Christy Cooper opened a discussion concerning the desire to update the library's website. Board members agreed to investigate this in the new year.
2. President Christy Cooper made a motion to open an Executive Session to discuss employee payroll for 2026. The Executive Session began at 7:18pm. Board members discussed changes to the Board of Trustees for 2026.
  - a) Jim Young made a motion to accept Kim Hooper as a Springport Free Library Trustee, with a term beginning on January 1, 2026, and ending on January 1, 2027. Christy Cooper seconded the motion. The motion was discussed. Board members voted 6-0 to accept this motion.
  - b) Trustee Laurie Waldron regretfully presented a letter of her resignation from the Board of Trustees, effective December 31, 2025. The Trustees discussed this change. Christy Cooper made a motion to accept this resignation. Jim Young seconded the motion. The motion was discussed. Board members voted 6-0 to accept motion. Also with regrets, each board member shared their sincere appreciation for the work and support that Laurie has contributed to the board and the library.

President Christy Cooper made a motion to end the Executive Session at 7:26

3. The Board of Trustees welcomed Kim Hooper as a new board member beginning January 1, 2026. They thanked her and shared their appreciation to her for volunteering to be on the board for five-year term.
4. The trustees discussed Board of Trustees positions for 2026, beginning on January 1, 2026, and ending on December 31, 2026.

Barb Casper made a motion to accept the following nominees:

Board President and Trustee - Jeanne Hardy; Vice President and Trustee – Sabrina Shepherd; Recording Secretary and Trustee – Barb Casper; Financial Officer and Trustee – Kim Hooper; Trustee – Jim Young; Bookkeeper – Scott Zippel.

Jim Young seconded the motion. The motion was discussed. The trustees voted 6-0 to accept this motion.

5. The Board of Trustees and Library Director Carla Piperno-Jones shared their great appreciation to Christy Cooper for serving a full term of five years on the board, and emphasizing her commitment as President of the Board of Trustees for the past three years. There were many positive changes and improvements that have occurred during those years. Thank You Christy!

Board President Christy Cooper adjourned the regular meeting of the Board of Trustees at 7:35 pm.

Respectfully submitted by Barbara Casper

Recording Secretary