



**Marcellus Free Library
Board of Trustees' Meeting
Meeting Minutes March 10, 2026 —6:45 PM**

Trustees present: Dennis Robillard (President), Kathryn Dennis (Secretary), Michelle Hubbard, Hank Roane, Renee Alexander

Also present: Sophia Brandt (Library Director), Sara Randolph (MFL Staff), Isla (MFL Staff), Vanessa Barton (Prospective Trustee)

Meeting Called to Order by Dennis Robillard at 6:47 PM.

Additions/Changes to Agenda.

One addition to the agenda was made; an Executive Session will be added onto the night's agenda following the regular board meeting.

Review and Approval of Minutes from January 27th 2026. Motion to approve January's annual meeting minutes made by H. Roane. Seconded by M. Hubbard. Minutes approved unanimously. Motion to approve January's regular meeting minutes, following the annual meeting, made by R. Alexander. Seconded by H. Roane. Minutes approved unanimously.

Director's Report:

Local and System Updates Member Council met on Tuesday, March 3, to review the percentage of their materials budgets allocated to e-content through Libby / OverDrive. The group agreed to maintain the current allocation of 6% of the materials/collections budget dedicated to Libby purchases, which is consistent with the percentage spent over the past five years.

Library Updates

John Hosford of Skaneateles, NY donated \$5,000 to the library.

Syracuse Lightscares estimates a start date of mid- to late April for the Amphitheater additions.

Programs, Services, & Collections

Programming Highlights:

Winter Reading Challenge participation: 157 adult entries, 13 families, 29 children, and 4 teens.

Community Puzzle: 16 puzzles completed during the 23 days the library was open in February.

Service Update Tech Help: Literacy CNY concluded Tech Help sessions in February. The program is currently paused while the organization reviews funding and program priorities.

Collections The Friends of the Marcellus Free Library funded seven Reminiscence Kits for the Library of Things collection. These kits include memory-support tools designed for individuals



experiencing cognitive decline. Circulation is expected to begin in April, along with a planned monthly “Monday Memories” program for patrons and caregivers to explore the kits.

- We have also added a pass for the Erie Canal Museum to our Museum/Park Passes collection. The pass provides free admission for up to six (6) people, including access to the Gingerbread Gallery.

Staff & Volunteers

In January, volunteers contributed a total of 22 hours of service to the library.

In February, volunteers contributed 21 hours of service.

The March staff meeting will include a training session from the Alzheimer’s Association on “Understanding Alzheimer’s and Dementia.”

Library Stats – Key Takeaways

Library traffic decreased by 1% compared to February 2025, and 19% compared to January 2025. Overall circulation is down by 4% compared to this time last year. Physical materials circulation decreased by 8.5%. Libby circulation increased 13.5%. Hoopla circulation grew by 44.5%. January & February Programs: 130 offered, with a total participation of 1,379.



Committee Reports:

Friends Update: The Friends update was given by S. Brandt – they are now up to 214 members, and are reviewing funding requests from the library. These requests include some sensory toy items for Tuesday programming during the summer.

Finance Update: The finance update was given by D. Robillard on behalf of J. Pellizzari: The balance sheet remains strong.

Nominations Update: we were pleased to welcome Vanessa Barton as our guest this evening. Vanessa recently submitted a trustee interest form, and we will be working on setting up a meeting with Vanessa in March to speak more about becoming a trustee and voting her onto the board. Welcome, Vanessa!!

Development Update: Sophia received confirmation from Peter at Tuscarora that October 11th is available for this year's Gala Fundraiser. The Board decided that early evening was still a good time, and that we need to discuss themes. Feedback included that dressing up or "era-themed" events were off-putting to some, and may have hurt attendance. Perhaps a comedian or entertainment that didn't require involvement by the attendees, or hint that dressing up was encouraged, will be the direction we move to.

Buildings and Maintenance: Soffit and outdoor projects are still underway. Syracuse Lightscapes aims to complete the outdoor project, updates and additions by the kick off to summer reading!

Personnel/Policies: No updates at this time

New Business No new business at this time.

Questions/Comments from the Public. No questions or comments from the public

Other Business.

Adjournment. Motion to adjourn meeting made by R. Alexander. Motion seconded by H. Roane. Motion unanimously approved. Meeting adjourned at 7:18 PM.

Minutes recorded by: Kathryn Dennis

Next Board Meeting Date – Tuesday, April 14, 2026