Mamaroneck Library Board of Trustees Meeting

Minutes for June 10, 2026

Board members present: Ellen Hauptman, Lilliana Diaz-Pedrosa, Erin Ahrens, George Mgrditchian, David Brown, Ben Browning
Board members absent: Luisa Fuentes
Also Attending: Trish Bryne, Director

Ellen Hauptman called the meeting to order at 7:00pm and Ben Browning seconded. Lilliana made a motion to approve the minutes of the May 13th meeting. All approved.

Audit of Bills A motion to approve the May bills was made by George. All bills presented were approved by the board.

Financial Update: Ellen presented the financial update. The library continues to be in good shape, with income well above budget, because of strong donations and some accounts coming in above expectations. Expenses are under budget including health insurance due to conservative 10% plan increases, salaries are below because of staff turnover, which also impacts payroll taxes, pension and ADP. Building maintenance is also significantly below budget, with contract spending below budget. Year-to-date building maintenance expenditures are $90,000 and full year budget of $95,000; however, $45,000 of this $90,000 is for repairs, so only spent $45,000 of the expected budget,

Ellen noted that the board previously approved the idea of designated funds. Ellen proposed the board allocating the extra funds this year into two new designated funds, $10,500 for technology and $75,000 for building improvements. All expenses for both of the funds need to be approved by the Board prior to being used. A motion was made to approve the establishment of a tech fund for $10,500 and a building improvements fund of $75,000. Lilianna seconded the motion. All approved.

Ellen made a motion to approve the bank statements and reconciliations. Lilliana seconded the motion. The board approved the finances and bank reconciliations.

Ellen noted that Linda, Trish, and Patsy met with ADP and negotiated the contract, saving us $6,000 a year on payroll processing.

Summer Reading Program Donations - Ellen and Lilliana collected a number of donations from local businesses to use for the summer reading program. The library has received a large amount of book donations for the summer reading program and the librarians have everything planned for a strong summer reading program, which kicks off on June 26, 2026.

Director's Update •

Friends Dissolution
Trish gave an update on the Friends Dissolution. The Board members all reviewed and signed the dissolution contract. The Friends gave a check of around $12,089.70 designated for the summer reading program.

Building Repairs:
Trish noted that building repairs have resumed and all negotiations with insurance have been completed and agreed upon.

New Library Policies:
The board discussed four new library policies:
Mamaroneck Public Library Collection Development Policy
Mamaroneck Public Library Work from Home Policy
Mamaroneck Public Library Volunteer Policy
Mamaroneck Public Library Confidentiality of Library Records Policy

The Board reviewed and discussed the policies. David Brown noted some minor changes. Lilliana made a motion to approve the four new policies, with the changes. Ellen seconded. All approved.

2025 NYS Annual Report - The 2025 NYS Annual Report will be available at the library, upon request. Ellen made a motion to approve. Lilliana seconded. All approved and one person abstained.

Trustee Orientation
Trustee Training Reminders - Lilliana reminded the Board about trustee training requirements. Two hours of Training per calendar year are required and certificates are to be sent to Linda. Lilliana distributed a guiding principals guide for MPL Library Trustees 2026-2027 and reviewed the document with trustees.

Organizational

Lilliana discussed Board responsibilities and leadership roles, which need to be filled for the 2026-2027 year.

George made a motion to approve M&T Bank as our official bank. Lilliana seconded. All approved.

Lilliana made a motion to approve that the check signatories remain Director, Board President, Board Treasurer. George seconded the motion. All Approved.

Ellen made a motion that we keep Chris Kurtz as our temporary attorney. David seconded. All Approved.

Ellen made a motion to approve the Journal News as our official newspaper. Ben seconded. All Approved.

Ellen made a motion to keep Nowracki Smith as our Auditors. Ben seconded. All Approved.

Ellen made a motion to appoint two board members for invoice review. Erin seconded. All approved.

Richard Acks was the chair of the audit committee and he stepped down. Ellen nominated David Brown to be chair of the audit committee along with members, Ellen, George and Ben. All approved.

Staggering the board term turnovers will be discussed at our next meeting.

Lilliana remains as President, David remains as Vice-President, Ellen remains as Treasurer, Erin as secretary. All approved.

New Business: David Brown gave an update on the next newsletter. July 7th is the date for the next Mamaraoneck Library Newsletter.

Public Comments: None

Our next Board meeting is July 8th.

Lilliana made a motion to adjourn the meeting. Ellen Hauptman seconded the motion. The meeting was adjourned at 8:35pm.

Respectively submitted,
Erin Ahrens
Secretary