Phelps Library Board of Trustees

September 21, 2026 Monthly Meeting Minutes

Meeting called to order: 7:00 pm

Roll Call:

Danielle Roder -Library Director, Trustees: Lee Coryell, Kevin Kelley, David Benz, Nick Rich (Absent), Breeyn Schoonerman (Absent), Darcy DiPane, Holly Rich.

Public Participation: None

Adoption of agenda: Lee motioned; Darcy seconded; all in favor.

1. Approval of Minutes (June 15, 2026) - Lee motioned; Darcy seconded; all in favor.

2. Approve Finances (June 2026) - Lee motioned; Darcy seconded; all in favor.

3. Director's Report

4. Standing Committee Reports

- Building/Technology:

- Daniella removed all the chemicals from the STEAM Lab and transported them to the Hazardous Materials disposal event in Farmington, October 19th.

- A discussion regarding future programs (hydroponic gardening, Light Table, 3D printer usage, etc.) and a tour of the STEAM Lab and the rest of the Library rooms took place.

-Finance/Funding:

- The recent Library Book Sale Fundraiser held in the PCC gym was a success, raising $670.00 and enabling a much-needed weeding process of the existing collection.

- The 2027 funding request for the Town of Phelps was mailed in. Included was a request for a 3% increase from 2026.

- Policy and Personnel:

- Kim Martin joined the staff on September 14th to cover the PCC after-school programs. Additionally, she will head and run the new STEAM Lab.

- Wendy Beman's role within the Library has expanded to include: passive crafts, cooking demos, and clerk duties on Saturdays. She is also responsible for a monthly evening Adult Book Club which focuses on mysteries and thrillers.

- Becky Sloan will continue to stay on and offer adult programming 2-4 times a month during the fall season.
The Insurance premium has been paid for the year, and the insurance broker will review our policy on September 22nd.

- Public Relations:

- The board of Trustees reviewed the Annual Appeal Letter to be sent to the printer.T-

-Summer reading concluded and was very successful. Phelps and Clifton Springs Library continue to collaborate on many projects and programs that have been well attended.

-The Rochester Museum and Science program entitled “Solids, Liquids, and Gases”, on August 3rd, was well received by the public.

- Upcoming events: Harvest Festival on October 17th and “ Trunk or Treat” on October 31st.

5. Unfinished Business:

- The new website is a work in progress.

6. New Business: NA

The meeting adjourned at 7:45 pm

Next Meeting: Monday, October 19, 2026 @ 6:30 pm