

# Richfield Springs Public Library

## Board of Trustees Meeting Minutes Approved January 13, 2026, 4:30 PM

January 13, 2026

Present: Mindy Baker, Ron Frohne, Rebecca Seamon, Jackie Hinckley, Robin Moshier, Ed Keator, plus 4 community members

Public Hearing called to order at 4:30 pm

Questions posed during Public Hearing:

Does the school receive the remainder of the Funding at the end of the year? – Delay in funds from the state, so the school does not get the remainder of the funding.

Motion to close hearing: Rebecca, Jackie

Regular Board Meeting Minutes:

December Minutes approved: Jackie, Rebecca

Financials: Abstracts 86: Rebecca, Jackie

Memorial Fund Balance approved: Jackie, Rebecca

Ask Steve Bachman, Director of 4CLS:

**Should the School or the Village cover our budget till the funding is available from the school taxes collected when/if the budget vote passes with the school district?** – Answer: Given the long relationship with the village, it is appropriate to ask them to help us bridge the gap.

**Are there repercussions for changing our charter if we need to? What would the charter change make the library, district, or remain public/municipal?** Answer: A positive vote would not automatically change the library's charter or the library's type.

- Certain changes can be made with a charter amendment.
- If you were to change your charter to set your service area to the school district (instead of the village), your minimum standards could be affected.
- Your current service area population is 1050. If the addition of the population of the school district pushed it over 2500, the library's minimum hours would go to 25 hours/week (up from 20 hours).
- The director education requirement would also go to "2 academic years of study at college/university".
- Those are the only standards that are tied to population. – **Current Director – Mindy Baker holds two Bachelor's Degrees, so the requirement is fulfilled if we need to change the charter.**

- On the positive side, school redistrict residents would be able to serve as trustees. Since they'll be paying the tax, it would be good if there were representation on the board.

### **What are the municipal library charter laws? Or How does the state law regulate the library?**

- A positive vote doesn't change the library structure itself. The library would be subject to the same parts of education law, public officers law, & general municipal law. A charter can be amended. It takes \$60 and some wrangling with the state. Expect it to take 18 months or so.
- Public libraries are chartered and registered by the NY State Regents. The charter and the registration are what enable libraries to receive public funds. To remain eligible, all libraries must comply with the minimum standards and the rest of the regulations of the commissioner of education. Compliance with the standards is tracked through the NYS annual reports.
- Libraries are also subject to education law, the open meetings law, etc.

Request the Mayor (Rick Spencer) to set up a meeting with the village attorney, Robert Schofield, to ask the questions of: What is our degree of autonomy? What effect will this have on our relationship with the village?  
– **Pending meeting date.**

Submit a resolution to the bank for a change in board members on the library Construction Fund and Memorial Fund, as past members currently on the accounts have resigned/retired. – NBT Bank requires approved meeting minutes for this change. If board members do not have accounts with NBT bank they will need to provide their SSI numbers and ID to be added to accounts.

The Trustee Board Policy – currently, trustees are appointed by the village board.

Library Board of Trustees Appointments: President, Ron Frohne; Vice President, Rebecca Seamon - further appointments pending replacement of 2 trustee positions.

Resolution for change in meeting start time – Meetings will start at 4:15 pm and be held on the second Tuesday of the month throughout the year, unless otherwise posted due to a conflict in time. Motion made by Rebecca and seconded by Jackie.

Long Range Plan (5-Year Plan) Approved upon re-visitation at next meeting: Rebecca, Jackie

Bylaws will be revisited at the next meeting.

Next meeting February 10, 4:15 pm.

Motion to adjourn at 6:20 pm – Jackie, Rebecca