Utica Public Library
Board of Trustees Meeting Minutes
Thursday, October 15, 2026

Present: Anthony Brindisi, Darlene Mack-Brown, Elizabeth Ellis, Evon Ervin, Julia Fernandez, Raina L. Goldbas, Gabriel Hage, Dominic R. Passalacqua, Jordan Peters, Helen S. Schwartz, Carol W. Steele, Nathan Jochum, Heidi McManus and Sara Billman

Excused: Diana Koury, Linda Madore, F.X. Matt III

Logo Presentation
Local artist, Hannah Barley presented a library logo to be considered. Hannah provided insight and background as to why she chose to go in the direction she did.

The board reviewed and discussed Hannah's logo presentation. After much discussion, it was determined that Nathan should provide board feedback to Hannah and allow her to provide more images for consideration.

Conflict of Interest Review
There were no conflicts of interest.

Minutes
Approval of the 9/17/2026 Board of Trustees Meeting Minutes

On motion of Carol Steele and seconded by Anthony Brindisi the 9/17/2026 Board Meeting Minutes were unanimously approved.

Old Business

- Long Range Plan: This will be presented in November to the Governance Committee and in December to the full board.
- Branding Project: Nathan is in the process of working with staff and trustees to move forward with this.

October 2026 Director's Report
Nathan reviewed some of his activities during the last month.

- The Library raised $183,645 through Mohawk Valley Gives! Nathan thanked the trustees for their participation.
- Nathan requested approval for 2027 Schedule of Service, which is a list of the dates that the library will be closed for the year.

On motion of Darlene Mack-Brown and seconded by Julia Fernandez the 2027 Schedule of Service was unanimously approved.

- Nathan requested approval of the appointment of full-time staff member Ravin Wormwood.

On motion of Helen Schwartz and seconded by Gabe Hage the appointment of Ravin Wormwood was unanimously approved.

October 2026 Financial Report
Carol Steele reviewed the October 2026 Budget Report with September 2026 data.

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- Revenue is up $27k due to grants and contributions
- Expenses are up $180k – mainly due to $115k for 3-pay month and $32k for building insurance
- Ending cash balance is down $172k
- Investments are down $46k from August

On motion of Dom Passalacqua and seconded by Evon Ervin the October 2026 Budget Reports were approved.

- Trustees reviewed the IRS Form 990. It was determined that Evon Ervin was left off of the Governance section under current trustees. This will be corrected and resubmitted for full board approval at the November board meeting, along with the audited financial statements.

Carol reviewed the September 2026 disbursements and confirmed that all expenses $500 and over were approved by two Board Officers prior to payment. Payroll and utilities expenses do not require prior approval.

On motion of Anthony Brindisi and seconded by Helen Schwartz the September 2026 disbursements were approved.

New Business

- Nathan informed the board about the library's Tiny Art Exhibition and Reception being run by both Adult and Children's Programming. This is a successful all ages event in its third year, with participants ranging from ages 3-97! There has been over 50 submissions this year. Nathan encouraged trustees to check out the artwork in the main lobby after the meeting.

On motion of Evon Ervin and seconded by Darlene Mack-Brown the trustees unanimously agreed to adjourn the board meeting.

The next Board meeting will be held on Thursday, November 19th @ 4pm.

Respectfully submitted,

Sara Billman

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