

Utica Public Library
Executive Committee Meeting Minutes
Thursday, August 20, 2026

Present: Gabriel Hage, Diana L. Koury, Raina Goldbas, Jordan Peters, Carol Steele, Nathan Jochum, Sara Billman

Conflict of Interest Review

There were no conflicts of interest.

Old Business

- Long Range Plan: Nathan worked with staff to put out a community survey. The survey will be active for at least one month.
- Branding/Logo: Nathan is waiting on the third submission and plans to share all three with the staff on staff development day.

August 2026 Director's Report

Nathan reviewed some of his activities during the last month.

- Nathan requested approval of the appointment of Zoe Griffin to a Part-Time Library Assistant in the Reference Department.

On motion of Raina Goldbas and seconded Carol Steele, the appointment of Zoe Griffin was unanimously approved.

August 2026 Financial Report

Diana reviewed the Budget Report for August 2026.

- Revenue is up \$10,000
- Expenses are up \$112,000
- Investments are down \$30,000 with a total market value of \$2.4 million.

On motion of Gabe Hage and seconded by Raina Goldbas the August 2026 Budget Report was unanimously approved.

Diana reviewed the July 2026 Disbursements Report 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 Jordan Peters and seconded by Carol Steele the July 2026 Disbursement Report was unanimously approved.

New Business

- Facilities Committee Update/Elevator Project: The committee met with architect Phil Sbarra to discuss the VDA evaluation of the existing elevator. Phil also provided a contact for a structural engineer. The committee plans to seek input and bids from other architects as well.

Adjournment

On motion of Gabriel Hage and seconded by Diana Koury the Trustees unanimously agreed to adjourn the Executive Committee meeting.

The next regular board meeting will take place on Thursday, September 17th at 4pm.

Respectfully submitted,
Sara Billman