

William K. Sanford Town Library Board of Trustees Minutes

Meeting Date: December 17, 2025

Time: 6:00pm

Location: 629 Albany Shaker Rd., Loudonville, NY 12211, Maker Lab

Invitees

Cara Bronner, Donna Cramer-Sharer, Dibian Pick, Marcy Savage, Jamie Sbardella, Matthew D. Sissman, Lily Wei, Jeff Guzy, Town of Colonie Board Representative, Tracy Connolly, Senior Town Attorney, Elissa Valente, Library Director,

Agenda

1. Attendance

Cara Bronner, Donna Cramer-Sharer, Dibian Pick, Marcy Savage, Matthew D. Sissman, Jeff Guzy, Elissa Valente

Excused: Lily Wei

Absent: Jamie Sbardella

2. Call to order at 6:02pm

3. Approval of Minutes

- Motion to approve the minutes made by D. Pick. Seconded by M. Sissman. Unanimous.

4. Director's Report

a. Building and Grounds

- Self-checkout start date still on hold
- Adjusting shelves on the mezzanine for additional seating

b. Personnel

- Motion to approve Jessica Kaercher as a full time Library Assistant, effective January 12, 2026 at an annual salary of \$61,654. Motion to approve made by M. Sissman. Seconded by D. Pick. Unanimous.

c. Budget and Finance

- Motion to approve the financials made by C. Bronner. Seconded by D. Pick. Unanimous.

d. Day to Day

- Motion to approve the strategic plan made by M. Savage. Seconded by D. Pick. Unanimous.
- 50th Anniversary Update- Share documents, letters, merch store, etc.
- Vega Roll out will roll out Jan 1st, marketing is set to go
- Comics Plus will be starting Jan 1st
- Hoopla Update- services will end in Albany and Menands in early 2026

e. Town Impacts

f. Public Reports

g. Proud Moments

h. Friends of the Library

- Craft sale held on December 13th earned \$300

5. Upper Hudson Library Report

- Hoopla considerations slated for the January meeting

6. President's Report

- Acknowledgements for service

7. Committee Reports

- Motion to create a nomination committee for the 2026 officer elections made by C. Bronner. Seconded by M. Savage. Unanimous.

8. Unfinished Business

9. New Business

10. Board Comment

11. Public Comment

12. Executive session called at 6:54pm to discuss a personnel matter.

- General meeting called back in session at 7:29pm

13. Adjournment at 7:30pm

Next Meeting: January 21, 2026 at 6:00pm