

MINUTES OF THE BOARD OF TRUSTEES MEETING  
BETHLEHEM PUBLIC LIBRARY (BOARD ROOM)  
Monday March 9, 2026 (DRAFT)

PRESENT: Jill Adams  
Caroline Brancatella  
Laura DiBetta  
Mark Kissinger  
Sarah Patterson  
Gail Sacco  
Michelle Walsh  
Sharon Whiting, library treasurer  
  
Geoffrey Kirkpatrick, director

EXCUSED:

GUESTS: Phil Berardi, assistant director/head of operations  
Chris McGinty, assistant director/Public Services  
Tanya Choppy, accounts clerk  
Jennifer Crawford, confidential secretary  
Robert McDonnell  
Bruce Phillips

President C. Brancatella called the meeting to order at 6pm.

PUBLIC PARTICPATION

There were no public comments at this time.

REVIEW OF PREVIOUS MEETING MINUTES

On a MOTION by L. DiBetta with a SECOND by J. Adams, the board unanimously approved the minutes from the Monday February 9 regular board meeting.

FINANCIAL REPORT

*Treasurer's update*

S. Whiting presented her report.

On a MOTION by G. Sacco with a SECOND by M. Walsh, the board unanimously approved the Financial Statement dated 28 February 2026 (Checks disbursed in February 2026 based on pre-approval \$114,496.96; Checks disbursed in February 2026 relating to payroll \$221,621.73; Checks being submitted for approval \$49,675.41; Total: \$385,794.10).

PERSONNEL REPORT

The board noted the personnel report.

On a MOTION by L. DiBetta with a SECOND by M. Walsh, the board unanimously voted to approve the following positions:

- Library page, part-time, permanent, 12.8 hours/week, \$16.00/hour or per contract
- Library page, part-time, permanent, 12.8 hours/week, \$16.00/hour or per contract

#### DIRECTOR'S REPORT

The board noted the director's report.

#### UHLS REPORT

M. Kissinger did not have anything to report at this time.

#### FRIENDS REPORT

J. Adams said she has been working with Mary Kinnaird to see if they could get some Friends-branded mugs to sell.

#### NEW BUSINESS

##### *Spotlight archive request*

The board discussed the request for the removal of an individual's name in an article from the Spotlight archives.

M. Walsh made a MOTION to redact the article including the mention of a minor related to a crime entirely. There was no SECOND.

On a MOTION by J. Adams with a SECOND by M. Walsh the board voted to remove the name of the minor from the archived article in question. J. Adams, M. Walsh, L. DiBetta and S. Patterson voted in favor. C. Brancatella, M. Kissinger and G. Sacco were opposed.

On a MOTION by G. Sacco with a SECOND by L. DiBetta, the board voted to develop a policy regarding requests to modify the archives. G. Sacco, J. Adams, M. Walsh, L. DiBetta and S. Patterson voted in favor. M. Kissinger and C. Brancatella were opposed.

C. Brancatella made a MOTION to amend the motion that just passed and not create a new a new policy but to review the Collection Development Policy to determine whether it is necessary or feasible to add guidelines regarding requests to changes to the library's archives. L. Dibetta SECONDED. The board voted unanimously in favor.

##### *Other new business*

There was no other new business discussed.

#### OLD BUSINESS

##### *2026-27 draft budget*

On a MOTION by M. Walsh with a SECOND by S. Patterson, the board unanimously approved the 2026-27 library budget as written for public presentation. The budget proposes a levy of \$4,899,451, an increase of 3.98%, coming in under the New York State tax cap.

*Boiler project update*

G. Kirkpatrick shared the progress of the boiler project and said the replacement would be taking place in the coming week.

*Borthwick/communications – update*

C. Brancatella said the board will hold a March 30 informational presentation to the public about potential uses of the Borthwick property. She shared the discussion of the Communications Committee about how to best present that information to the public. She noted that the tagline is Greenspace for Growth.

C. Brancatella said the anticipation is that demolition will take place mid-summer.

*Director evaluation – update*

S. Patterson said that it is in progress and should be ready in the next couple of weeks.

*Other old business*

M. Kissinger encouraged board members to share any thoughts on the Long Range Plan. C. Brancatella said she the committee hopes to have a draft ready by the end of the year.

**FUTURE BUSINESS**

There was no future business discussed.

**PUBLIC PARTICIPATION**

One person spoke during the public comment period. A recording of the meeting is available on YouTube.

**ADJOURNMENT**

On a MOTION by J. Adams with a SECOND by M. Kissinger, the board unanimously voted to adjourn the regular meeting at 7:21pm.

Prepared by  
Kristen Roberts, recording secretary

Cosigned by  
C. Brancatella, board president