



**Southeastern New York Library Resources Council  
Minutes of the Board of Trustees Meeting  
Conducted in person and via Zoom at Southeastern on November 20, 2025**

<b>Board Members Present</b>	Becky Albitz, Andy Ashton, Grace Riario, Mary Jo Russell, Kirsten Carter, Kristy Lee, Anne Deutsch, Laurie Shedrick, Kim Hooper, Floyd Lattin
<b>Board Members Absent</b>	Josephine Bloodgood, Beth Zambito, Ellen Rubin
<b>Representing Southeastern</b>	Executive Director Tessa Killian, Finance Manager Liz Gurdin, Systems Manager Zachary Spalding
<b>Guests</b>	From RBT CPAs, LLP, Jennifer George, CPA, Partner; Vince Buono, CPA, Manager
<b>Call to Order</b>	<b><i>President B. Albitz called the meeting to order at 1:33pm.</i></b>
<b>Approval of the Agenda</b>	B. Albitz requested approval of the meeting agenda. Trustees proposed no amendments.
<b>Approval of Minutes from September 18, 2025</b>	The minutes from the September 18, 2025, meeting were presented to the Board of Trustees. <b><i>The minutes were entered into the record as presented.</i></b>

<b>New Business</b>	
Draft Audit Report for 7/1/24—6/30/25; 990 Tax Filing from RBT CPAs, LLP	
<p>Jennifer George of RBT CPAs, LLP led a discussion of the Audited Report to the Board and Audited Financial Report documents, reviewing their contents and noting details including the following:</p> <ul style="list-style-type: none"> <li>• The council’s assets are consistent with the prior reporting year</li> <li>• A change in the council’s liabilities is due to Southeastern paying off its mortgage</li> <li>• The council has in reserve funds to sustain the organization for roughly nine months of usual service.</li> </ul> <p>Vince Buono of RBT CPAs, LLP led a discussion of the 990 Tax Filing, walking trustees through a summary of the document.</p> <p>Final versions of all the audited reports will be provided following today’s draft approval by the Board.</p> <p><b><i>M.J. Russell made a motion to approve the draft 990 Tax Filing as presented. Seconded by F. Lattin. Motion carried.</i></b></p> <p><b><i>A. Ashton made a motion to approve the draft Financial Report as presented. Seconded by L. Shedrick. Motion carried.</i></b></p>	
Fiscal Report for September and October 2025	
Trustees were presented with the fiscal reports for September and October 2025. K. Lee noted	

that the council’s finances are on track in comparison to the prior year and lauded Finance Manager L. Gurdin’s usual fine work in preparing the reports.

Trustees noted, in line with the auditor’s comments, that the council’s assets remain consistent overall compared to this time last year, a good position for the council to maintain.

***The fiscal reports were filed as presented.***

**HRVH Membership Application from the Irvington Historical Society**

***K. Carter made a motion to approve the HRVH Membership Application from the Irvington Historical Society. Seconded by L. Shedrick.***

T. Killian briefed trustees on the Irvington Historical Society’s HRVH membership application, noting the following:

- The historical society previously collaborated with Irvington Public Library to digitize their map collection on HRVH
- The historical society now wishes to contribute their newsletter, photo, and post card collections, which they’re in the process of professionally digitizing.

***B. Albitz called the question. Motion passed.***

**Zachary Spalding Update on Website Firewalls**

Southeastern Systems Manager Z. Spalding presented to trustees on the internet/data security issues facing the council and his methods to combat bots and manage access; an update on topics he first previewed for trustees at a prior board meeting.

**Informational Items**

**Planning Committee Report**

L. Shedrick, on behalf of the Planning Committee, shared the following details of recent committee work and discussions:

- T. Killian sent members a letter explaining the forthcoming increase to membership dues; good outreach that was “artfully done” and well received.
- The council’s Strategic Plan and 5-Year Plan of Service edits are underway, due to be submitted to the state in April.
- The council’s 2026 Annual Meeting will be held at Marist University.

**Advisory Committee Reports**

Trustees were provided with draft minutes from the recent Continuing Education Committee meeting. That committee’s recent work includes developing the council’s Community Connections internship program, planning special interest group meetings, and looking ahead to next year’s SENYCon in the spring.

**Director’s Report**

T. Killian briefed trustees on the Director’s report, noting the following:

- The council’s Strategic Plan revision work includes minor edits to the council’s Vision Statement and adoption of the ALA’s comprehensive and well-vetted Values Statement.
- The consulting firm provided a handy, readable one-sheet outlining details about the council, a handy resource for future advocacy and outreach.
- Southeastern will convene members for a formal Coordinated Collection Development Aid (CCDA) planning session, in line with state requirements for that grant program.

- Southeastern’s 59<sup>th</sup> Annual Meeting will be held at Marist University. Potential keynote speakers are under discussion.
- Regarding the ConnectALL Technical Assistance grant, Southeastern’s work with METRO’s Digital Equity Research Center is wrapping up. The report and the Executive Summary are posted to the HVconnected.org website: <https://hvconnected.org/dnhv-report-highlights-and-recommendations/>. There is also a two-page document that can be used to promote the program and for advocacy.
- Applications have been received for the Community Connections Internship with Southeastern, with interviews to come this month.
- Southeastern is switching payroll companies, from PayChex to AccuData as a cost saving effort.
- Southeastern is switching its health insurance broker to a local company called VIP, to avoid CDPHP’s forthcoming and unsustainable 24.1% price increase.

President’s Report

Board President B. Albitz reported that she has approved the council’s proposed Advisory Committee rosters and committee chairs for the 25/26 fiscal year.

Good of the Order

B. Albitz offers congratulations to Southeastern’s Programs and Outreach Manager Carolyn Bennett Glauda, who was recently elected to the Beacon City Council.

M.J. Russell shared that Southeastern’s Hospital Library Services Manager, Sarah Holsted, has been providing hospital library members quarterly reports detailing their usage of Southeastern services and the ROI of those services—a “great tool” to forward to hospital administrators to illustrate the value of Southeastern membership.

Adjournment

***A. Ashton made a motion to adjourn the Board of Trustees meeting at 2:45 pm. Seconded by M.J. Russell. Motion carried.***

Respectfully Submitted,

Signed by:  
  
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Laurie Shedrick, Secretary

12/8/2025