

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, October 14, 2025

Present: President Tompkins, Director Sally Murphy, Carrie Crane, Stephen Butchko, Suzanne Curran, JoAnn Mitchell, Mary Jane Bray, Scott Reinhart, Ruth Barry, Nancy Wightman, Jeniffer Taylor

Absent: Jerine Faber

Minutes Approval: Trustee Butchko made, and Trustee Reinhart seconded, a motion to accept the September meeting minutes, all approved.

Director Murphy's Report: Director Murphy shared that we received \$30,000 for the Taylor Grant, which is \$20,000 under the requested amount and \$6,000 less than last year. We were given the same accolades as previous years but it was a smaller cut due to the lesser amount of total funds available from their dividends.

For the Great Give Back, through NYLA, the library will be hosting a concert on October 18th and soliciting canned goods to donate to the food pantry. They will also be volunteering at local animal shelters.

Little Bookworms will be adding an open play program one day a week. Many parents had expressed the need for another day of Little Bookworms.

The staff would like the board to consider adjusting the hours of the library to Mon/Wed 10-7, Tues/Thurs 12-7, Friday 10-5, Sat 10-2. This recommendation is coming from tracked traffic data from the past year that shows a huge decrease in patrons using the library after 7. The board agreed and discussed the new hours taking effect on November 1st.

Trustee Wightman motions to adjust the library hours to Mon/Wed 10-7, Tues/Thurs 12-7, Friday 10-5, Sat 10-2, Trustee Butchko seconded, all approved.

Kayla Mills will be starting a new “open help desk” program on Saturdays 12-2 for any community tech needs.

Director Murphy will be handing out books and candy again for Halloween and she shared the upcoming October programs.

Treasurer Report: Trustee Butchko shared the 3rd quarter financials. Our total YTD income is \$199,923.35 and YTD expenses are \$179,885.76. Our income is slightly over what was budgeted largely due to governmental and miscellaneous income. Our expenses are about \$14,000 under the budgeted amount. Overall, the library is ahead of budgeting expectations for the first three quarters of 2025.

He shared the 2026 budget projection and the board discussed removing the Friends of the Library line item as we do not have one and adjusting a few other income line items. It was discussed to add a discretionary administration line for celebrations/recognitions.

Trustee Wightman motions to go into executive session to discuss personnel wages, Trustee Barry seconded, all approved.

Trustee Wightman motions to move out of executive session, Trustee Reinhart seconds, all approved.

Technology Report:

Kayla is updating all of the laptops and it was mentioned that Windows 10 support is running out on those. Director Murphy mentioned looking into some grants and replacement costs. Sam Pennise offered to donate some used computers and Kayla is going to look at them and see if they will work for us. If able to be used, they will replace the ones in the children's section.

Fundraising Report:

Trustee Crane reported that for 2025 there have been 73 donations totaling \$8,304 a 34% return.

Used Book Room Report:

Trustee Curran stated that the net Ebay sales for September were \$192.74 and the Saturday book sales were \$855.40. The donation jar brought in \$66.55. The monthly total is \$1,114.69 and the YTD is \$17,182.78.

Buildings & Grounds Report:

Trustee Reinhart updated the board that Sean Stopka is providing a contract/quote in for shoveling and snow removal. Modern Refrigeration recommended holding off maintenance of the heating system. There are two bids from different companies for one door (\$10,000 and \$27,000). The grant we have is for \$10,000 and it was discussed to use the grant for 1 door and then pay for a second door.

Trustee Butchko motions to accept the bid from Assa Ambly at \$10,000 per door (2 doors) plus electrician, Trustee Wightman seconds, all approved.

Director Murphy notified the board that a new red bud tree was planted in memory of Rachel Treichler.

Memorials Report:

Trustee Curran reported that there were no memorials in September. The YTD is \$400.

Old Business:

- *Long Term Funding*: The 259 Steering Committee is meeting with Pulteney on October 29th with the goal of starting work on the 259 process.
- *Longest Table*: Trustee Mitchell presented the Longest Table financials. The overall income was \$20,370 and expenses were \$6,837.71 for a net profit of \$13,532.29. There were 159 participants. The date for next year is September 26th.
- *Sexual Harassment Training*: Trustee Crane emailed out the sexual harassment trainings.

New Business:

- *Long Term Planning*: Long term planning/five year plan will need to be discussed.

Other:

Next Meeting Date: November 11, 2025 at 6:00

Adjournment: Trustee Wightman moved to adjourn, seconded by Trustee Barry. All approved and the Chairman adjourned the meeting at 7:38 PM.

*Respectfully Submitted,
Carrie Crane*