

Rushford Free Library Board Meeting

November 13, 2024

Call to Order: 6:56 p.m.

In Attendance:

Marty Sabato, hereinafter M.S.

Amy Chiu, hereinafter A.C.

Jessica Hoxie, hereinafter J.H.

Becky Cole, hereinafter B.C.

Sandy Gustafson, hereinafter S.G.

Mary Jo Hubbard, hereinafter M.J.H.

Kristin Barber, hereinafter K.B.

Absent:

Allison Barnes, hereinafter A.B.

Deb Forkey, hereinafter D.F.

Amy Stromberg, hereinafter A.S.

Approval of Reports and Minutes:

On November 8, 2024, M.S. emailed the following documents to all Board members for review and in anticipation of a Consent Agenda: November 2024 Agenda; October 2024 Meeting Minutes; Financial Report; Director's Report; Program Coordinator Report; and a Proposed Purchase Offer Letter.

Motion by S.G. to pass Consent Agenda. Motion seconded by J.H. Motion carried.

Old Business:

J.H. confirms that the Board's proposed salary increases fits in our budget.

Motion by K.B. to approve budget. Motion seconded by A.C. Motion carried.

New Business:

Building Project Update – Attorney provided the Board with a proposed letter to send to the Town Board to express interest in taking title to current Library property site.

Motion by A.C. to proceed with sending the letter to the Town Board and engaging in discussions to secure title to current Library location. Motion seconded by S.G. Motion carried by a vote of 5-1; MJH opposed. MJH given opportunity to express her reasons for opposition.

Presentation: 7:02 p.m.

Brian Hildreth, STLS Director

Hildreth presented the Board with information relative to building projects and strategies to maximize the use of New York State construction aid. Highlights of his presentation included the following:

- Six figure construction projects typically receive approximately 35-50 cents per \$1 over a period of four years which usually looks like approximately \$150,000 a year for a total of approximately \$500,000;
- Advised to utilize our own money and proceed with demolition prior to any construction aid applications in order to avoid NYS Historic Preservation Office (SHPO) issues;
- Generally it takes approximately 12-13 months from application submission to check issuance and you have six years from the time of the first grant to complete each specified project;
- Advised that we will need updated architectural designs to accommodate a Main Street facing building and get construction documents. Architectural designs and Construction documents generally constitute about 10% of the total project cost and these fees can be included in the State aid package;
- We will need to designate a Construction Manager point person;
- Recommended to visit similarly situated and newly constructed libraries - suggested Fillmore and Pulteney Library (Keuka Lake)- and emphasized to evaluate size of space. A community room size should be able to accommodate 150 people sitting;
- Recommended to think about outdoor space designs to be considered in the project such as a finished parking lot, green space or playground;
- Recommended to host community members and solicit ideas for what the community would like to see in the building and plans;
- Discussed other grant opportunities such as State Aid Municipal funds available through legislators, explore fundraising efforts and initiatives. STLS will assist and provide support through these efforts.

Programs:

Reviewed the Flower Arrangement Event as a great success; Fall Fest served approximately 75 participants and was very well received.

Motion by S.G. to adjourn the meeting. Motion seconded by J.H. Motion carried.

Meeting ended at 8:10 p.m.

Next Meeting:

December 4, 2024 7:00 p.m.

Dates to Remember:

November 15th Pie Tasting at The Rock

November 19th 1:00 p.m. Book Club - Remarkably Bright Creatures by Shelley Van Pelt

November 19th 6:00 p.m. Cookbook Club

November 25th Adult Craft Night (Christmas Ornaments)

December 4th 7:00 p.m. Annual Meeting

December 14th 10:00 a.m. Children's Christmas Party

December Adult Craft Night Date and time TBD