

Rushford Free Library Board Meeting

February 12, 2025

Call to Order: 7:04 p.m.

In Attendance:

Marty Sabato, hereinafter M.S.

Amy Chiu, hereinafter A.C., via Zoom

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., via Zoom

Allison Barnes, hereinafter A.B.

Absent:

Deb Forkey, hereinafter D.F.

Amy Stromberg, hereinafter A.S.

Guest Attendees:

Terri Osbourne

Kate Drum

Approval of Reports and Minutes:

Motion by J.H. to approve the January 2025 meeting minutes. Motion seconded by A.B. Motion carried.

Library Director Report:

B.C. issued report detailing January 2025 statistics and engagement in programs.

Request issued to library as to whether we would prefer to continue to be a separate line item on the tax proposition vote.

Discussion ensued about increasing our request for next year.

M.S. will discuss with Brian Hildreth at STLS.

Will decide at March meeting on whether to continue to be a separate line item or combine with Cuba.

K.B. motion to approve the Library Director Report. Motion seconded by S.G. Motion carried.

Treasurer and Bookkeeper Report:

Payroll issue regarding timing and issuance of paychecks mostly resolved.

Addressed residual concerns about bookkeeper's report including discrepancies in the paperwork.

Bookkeeper advised that the NYS Tax letter was "nothing to worry about" and all libraries received this letter in error. M.S. will confirm that with contact at Anjelica Library.

J.H. reports that VanGuard account increased \$89,909.92 from December 2023 to December 2024.

Motion by A.B. to approve the Treasurer and Bookkeeper Reports. Motion seconded by J.H. Motion carried.

Program Coordinator Report:

Valentines Day Tea scheduled for Saturday February 15. Previous request to the Board to provide snack. A.B. and S.G. volunteer to make a snack for event.

Motion to approve report/request by A.B. Motion seconded by K.B. Motion carried.

Board will have a table at the Cuba-Rushford School Dr. Seuss Night on March 7, 2025. M.S. has planned a Lorax themed craft, a crayon/pencil/tootsie pop give-away and a gift basket to donate including a book and Dollar General gift card. M.S. and S.G. to attend event.

Old Business:

Board vacancy remains open. Two interested parties attending the meeting this evening.

Friendship Fire fundraiser was grateful for our donation of a gift basket.

A.C. has followed up with Town Supervisor, Dennis Bliss, who counter offers our intended purchase of the building and land parcels for \$2,000.00 vs. \$1.00.

Motion to amend our previous purchase offer to increase to \$2,000.00 for the building, all identified land parcels and agreement to continue to house the Town history room by K.B. Motion seconded by J.H. Motion unanimously approved.

A.C. will reach out to an architectural firm in Olean/Jamestown that she knows has worked with schools/libraries. Will get referrals for architects from Brian Hildreth. Next step is to start working on architectural plans.

Fundraising Raffle for Labor Day event: Two of Three prizes are secured - A quilt by Audrey and Bills tickets from Sabatos. Discussion about potential third prize - Gift card basket or a Yeti Cooler. No decision made.

Working Groups: S.G. confirms she will work in the Promotions Group. Need to confirm with A.S. which group/s she would like to work with.

New Business:

Board Training Opportunity. M.S. proposes hosting a new Board training for an hour during one of our scheduled meetings. Emphasized that Board members are required to complete two hours of training per year. Reminder that each Board member is required to complete sexual harassment training each year.

Summer Program planning includes a Story Walk with emphasis on Poetry.

Discussion about having a summer intern. A.C. advises it may be too early for these programs to be ready. County Youth Services is the agency that manages summer intern opportunities.

Previously discussed the School Budget Referendum request. Letter needs to go out mid-end of March. Will confirm at next meeting how we wish to have our request appear.

Olean Times Herald and Allegany County Source salesperson contacted library regarding potential advertising opportunities. Will keep in mind for future fundraising efforts as the building project launches.

Allegany County Area Foundation Grant application may be made by March 2025. Last year we received \$1500.00 to be used for our flatscreen tv and laptop. Brainstorm for ideas to request this year. Discussed requesting grant for file cabinets. M.S. to submit application.

Annual Report is due February 26, 2025.

Regular Meeting ended 8:15 p.m. Guest attendees Terry, Kate and B.C. excused.

Executive Session at 8:15 p.m. to 8:37 p.m.

Motion to adjourn the meeting by A.B. Motion seconded by S.G. Motion carried.

Next Meeting:

March 12, 2025.

Upcoming Events:

- February 15, 2025 – Valentine’s Day Tea
- February 19, 2025 – CookBook Club, Betty Crocker’s Lost Recipes
- February 24, 2025 – Adult Craft Night, Bead Art
- Kneedlers meet on Tuesday afternoons