

Rushford Free Library Board Meeting

March 12, 2025

Call to Order: 7:09 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.

Kristin Barber, hereinafter K.B., via Zoom

Allison Barnes, hereinafter A.B.

Absent:

Amy Stromberg, hereinafter A.S.

Approval of Reports and Minutes:

Motion by S.G. to approve the February 2025 meeting minutes. Motion seconded by A.B. Motion carried.

President's Report:

New Agenda item for President to respond to outstanding issues from meeting to meeting.

- Reached out to the County about the intern program – no response yet.
- STLS advised that there isn't any issue with appearing jointly with Cuba for the tax line item. However, Cuba had already proceeded with it separately for this year.
- Checked in with Board member from Anjelica library regarding the NYS tax letter. Will RB.
- Deb Forkey has been relieved of her Board member status. Board vacancy still outstanding.

Library Director Report:

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

K.B. motion to approve the Library Director Report. Motion seconded by J.H.

Motion carried.

Treasurer and Bookkeeper Report:

Request from Bookkeeper to complete an audit for the insurance provider. B.C. will contact Bookkeeper to coordinate.

Motion by A.B. to approve the Treasurer and Bookkeeper Reports. Motion seconded by S.G. Motion carried.

Facilities:

A.C. circulated a draft RFP seeking an architect. Review of draft RFP meets with approval. Next step is to identify where to send it. Discussed potential architects in Jamestown and Olean and a request to STLS for suggestions. Will also advertise in Olean Newspaper.

No update from the Town Board on their timeline for approval of purchase.

M&T Bank expressed to M.S. that they wish to gift the bank building to the library rather than serve as a landlord. Board consensus is that the liabilities of owning two buildings is too much to manage. M.S. will report back to the Bank that we wish to be tenants – not owners. Initial discussion about terms of a potential lease – including timing issues should M&T find a buyer for the building.

Labor Day Raffle:

A.B. knows of a ticket printer and suggests Houghton College may have a printing service. Everything is lined up to print tickets now. Confirmed third raffle item will be a Yeti Cooler.

Allegany County Area Foundation Grant:

Grant application was submitted with a request for \$1400 for park passes and use passes for area museums and parks.

Annual Report:

Report circulated to Board before meeting.

J.H. motion to approve the Annual Report. Motion seconded by A.B. Motion carried.

Training:

Meeting transferred to Sexual Harassment Training. All members watched training video and received case study assignment to report back next meeting.

Meeting and Training ended at 8:29 p.m. Motion to adjourn the meeting by A.B. Motion seconded by J.H. Motion carried.

Next Meeting:

April 9, 2025 at 7:00 p.m.

DRAFT