

## **Rushford Free Library Board Meeting**

May 14, 2025

### **Presentation:**

Roxanne Baker, Director Wide Awake Club Library 6:55 p.m.

### **Call to Order:**

7:40 p.m.

### **In Attendance:**

Marty Sabato, hereinafter M.S.

Amy Chiu, hereinafter A.C.

Jessica Hoxie, hereinafter J.H.

Becky Cole, hereinafter B.C.

Kristin Barber, hereinafter K.B.

Kate Drum, hereinafter K.D.

Megan DeRum – potential new Trustee

### **Absent:**

Allison Barnes, hereinafter A.B.

Sandy Gustafson, hereinafter S.G.

Amy Stromberg, hereinafter A.S., via Zoom

### **April 2025 Board Meeting Minutes:**

- Minutes previously circulated for review.
- Motion to approve minutes by J.H. Motion seconded by A.C. Motion carried.

### **President's Report:**

- Updates on information from the STLS conference sessions including: our need to update information on our website; review of our policies; and publication of Zoom meeting information

### **Library Director Report:**

- Report previously circulated for review. Updates include: Information about Backyard Barnyard family passes; Take & Make craft kits for kids; Summer Reading Kick Off coloring activity; and the Poetry Book Walk is up.
- Motion to approve Library Director Report by K.B. Motion seconded by A.C. Motion carried.

**Treasurer and Bookkeeper Reports:**

- Reports previously circulated for review. Updates include current membership total is \$1725.00. VanGuard Investment account has registered a decrease in \$17,396.24. We remain without an authorized agent on the Board to make any changes to VanGuard investment.
- Motion to approve the reports by A.C. Motion seconded by K.B. Motion carried.

**Program Coordinator Report:**

- Report previously circulated for review.
- Discussion about participation at the Car Show on June 14, 2025. If a volunteer is available to attend, we will have a table.
- Motion to approve the Report by J.H. Motion seconded by A.C. Comment before vote that there should be more programs. Motion carried.

**Old Business:**

- Board Vacancy remains open. Megan DeRum is present and interested.
- Labor Day Raffle: Yeti cooler was purchased as third item (\$250); Bills tickets will be for 11/2/25 game v. Kansas City Chiefs; we will have 600 sheets of tickets printed and will include a ranking system for purchasers to indicate their preference of prizes.

**New Business:**

- Staff Evaluations will be completed this month. B.C. will prepare evaluations for staff. Personnel Committee (M.S., A.C. and K.B.) will prepare evaluations for B.C.
- Building Project: M.S. and A.C. attended a Zoom conference with Brian Hildreth from STLS regarding Construction Aid. The best way to proceed on this project is in phases, beginning with Demolition. Each phase can apply for construction aid funds for up to between 50-75% of the costs.
- Discussion about establishing a Fundraising Committee. Brainstormed ideas for fundraising events: KenDucky Derby event; Dam Day Informational Table; Casino Night; Sponsored parties.

**Executive Session:**

- Motion by M.S. to move into Executive Session. Motion seconded by A.C. Motion carried. B.C. and Megan DeRum were excused from the meeting.
- Motion by K.B. to exit Executive Session. Motion seconded by A.C. Motion carried.
- Results of Executive Session: Monday library hours will now be covered by Kaleena Bell. Megan DeRum has been accepted on the Board of Trustees to fill Mary Jo Hubbard's position which expires on December 31, 2028.

Motion to adjourn the meeting at 8:42 p.m. by J.H. Motion seconded by K.D. Motion carried.

**Next meeting June 11, 2025 at 7:00 p.m.**

**Facilities:**

M.S., K.B. and B.C. had a meeting with the attorney regarding the real estate transaction with the Town. Counsel advised of some things she believed could be handled differently in the transaction. She will correspond with the Town and work toward a closing date on the building and surrounding plots.

Counsel will also contact M&T Bank regarding terms of a lease agreement for our temporary use.

Question raised regarding attorney's billing and her fees. Need to get a billing statement.

**Next Meeting:**

May 14, 2025 at 7:00 p.m.

