

Call to Order:

7:01 PM

In Attendance:

Marty Sabato, hereinafter M.S.

Amy Chiu, hereinafter A.C.

Jessica Hoxie, hereinafter J.H.

Becky Cole, hereinafter B.C.

Kate Drum, hereinafter K.D.

Sandy Gustafson, hereinafter S.G.

Amy Stromberg, hereinafter A.S.,

Absent:

Allison Barnes, hereinafter A.B.

Kristin Barber, hereinafter K.B.

Megan DeRum, hereinafter M.D.

Building a New Library

As part of the library's initial search for an architect, Marie Carlone, architect from CPL in Buffalo, presented the role her firm could provide for our project. She discussed the RFP process, construction delivery methods (i.e. Design Build or Design Bid Build), types of contracts (i.e. TMNTE or time and material not to exceed max cost and Lump Sum) and navigating the possible abatement and demolition of the building.

May 2025 Board Meeting Minutes:

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

President's Report:

- The library will be present at the Field of Dreams Car Show on Saturday, June 14th. Games and activities will be available for children, as well as, a packet of car themed activities and a book of their choice.

- The library is working with Kari Cayton of Cuba who is an education advocate through Starbridge. Ms. Cayton assists families of special needs children navigate the special education process. In addition, she facilitates Family Fun Events in Cattaraugus and Allegany counties. As part of her work, she offers planned opportunities for her developmentally delayed clients. We will assist in presenting a Challenger Baseball game for this group tentatively set for Sunday evening, July 27th at 4:30 at the field owned by Alfred and Morgan Reynolds behind the old school.

Library Director Report:

- Report previously circulated for review.
- Motion to approve Library Director Report by A.C. Motion seconded by K.D. Motion carried.

Treasurer and Bookkeeper Reports:

- Reports previously circulated for review. Updates include current membership total at \$1870. We remain without an authorized agent on the Board for the Van Guard account.
- Motion to approve the reports by J.H. Motion seconded by S.G. Motion carried.

Program Coordinator Report:

- Report circulated at the meeting for review.
- B.C. will discuss the addition of a children's program each month and the use of hours allotted or additional hours for programming with the Program Coordinator.
- Motion to approve the Report by A.S. Motion seconded by A.C. Motion carried.

Old Business:

- Labor Day Raffle: Tickets for the upcoming raffle were distributed to Board members.
- Staff Evaluations: Evaluations for staff members were completed by B.C. and an evaluation for B.C. was completed by the Personnel Committee. These documents were reviewed by the Board.

New Business:

- Review of Required Library Policies
 - Open Meeting Policy: Motion to adopt the policy with addition of language regarding virtual attendance by J.H., seconded by K.D. Motion carried.
 - Public Comment Policy (adopted January 12, 2024)
 - Confidentiality of Library Records: Motion to adopt the policy by A.S., seconded by A.C. Motion carried.
 - Internet Use Policy: Motion to adopt the policy by S.G., seconded by K.D. Motion carried.
 - Patron Code of Conduct (adopted April 10, 2024)
 - Collection Management, Challenge to Library Materials and Reconsideration of Materials Policy (adopted January 17, 2024)

Next Meeting July16, 2025 at 7:00 PM (Note change)

Motion to adjourn the meeting at 8:35 p.m. by A.C. Motion seconded by K.D.
Motion carried.

Respectfully submitted,

A handwritten signature in cursive script that reads "M. Sabato".

Marty Sabato