

Rushford Free Library Board Meeting

November 12, 2025

Call to Order:

7:10 p.m.

In Attendance:

Marty Sabato, hereinafter M.S.
Kristin Barber, hereinafter K.B.
Kate Drum, hereinafter K.D.
Jessica Hoxie, hereinafter J.H.
Becky Cole, hereinafter B.C.

Absent:

Allison Barnes, hereinafter A.B.
Amy Chiu, hereinafter A.C.
Sandy Gustafson, hereinafter S.G.
Amy Stromberg, hereinafter A.S.

Megan DeRum has formally and officially resigned as Trustee of the Rushford Free Library.

*A Quorum was not achieved at this meeting.

Prior to the meeting, all Board members were provided copies of:

- November 2025 meeting agenda
- October 15, 2025 and October 20, 2025 meeting minutes
- Director's Report November 2025
- Financial Report November 2025
- Program Coordinator Report November 2025
- 2026 Proposed Budget

President's Report:

- December 3, 2025 Annual Meeting will be open to the public, will honor 2025 volunteers and will be followed by our regular meeting.
- January 2026 meeting will be an organizational meeting wherein an Oath will be administered to all Trustees.

- M.S. is scheduled to meet with the insurance agent to discuss insurance for the temporary location. The goal is to execute the lease for the temporary location to be effective December 1, 2025.
- Regarding the move to the temporary location, the following issues were discussed:
 - The need to secure an Outdoor Book Drop. Discussion about finding an old Post Office box. Cost for a new drop box exceeds \$1000.00.
 - Discussion about transferring locations with service providers such as Armstrong and Southern Tier.
 - Discussion about a moving plan. M.S. will contact moving companies for a quote.
 - Need to solicit quotes for a shoveling service at the temporary location.
 - B.C. requests permission to take discarded books to the dump.
 - Request for extra hours for staff to assist in packing and move.
- The Allegany County Area Foundation Grant approved the request for \$1500.00 for filing cabinets.

2026 Budget:

The Budget Committee provided the proposed 2026 Budget for brief discussion at October meeting with intention to vote on the Budget during the November 2025 meeting. Unable to vote on the budget due to lack of quorum. M.S. will confirm that we can suspend approval until the December 3, 2025 meeting. Board will meet before the annual meeting is scheduled to approve the budget and then proceed to annual meeting where the budget will be presented to the public.

Program Coordinator Report:

- Request for Board assistance with the Super Supper Community Meal on 11/19. Request is for cookies.
- Halloween party was a success.
- Fall Fest was a success.

Building Construction Update:

- Lease for temporary location is in development
- Transfer of property from Town to Library is still outstanding

- Architect firm was selected. Contract not ready yet.
- Proposal to make a donation to the Historical Society in lieu of storage fees for use of their space for storage

Due to a lack of Quorum, meeting adjourned at 8:01 p.m.

Next regular meeting December 3, 2025 following the Annual meeting.