

Rushford Free Library Board Meeting

December 3, 2025

Call to Order:

6:35 p.m.

In Attendance:

Marty Sabato, hereinafter M.S.
Amy Chiu, hereinafter A.C.
Allison Barnes, hereinafter A.B.
Sandy Gustafson, hereinafter S.G.
Kristin Barber, hereinafter K.B.
Jessica Hoxie, hereinafter J.H.
Becky Cole, hereinafter B.C.
Amy Stromberg, hereinafter A.S. – via telephone.

Absent:

Kate Drum, hereinafter K.D.

The purpose of this brief pre-annual meeting session was to approve certain outstanding items.

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

- December 2025 meeting agenda
- October 15, 2025, October 20, 2025 and November 12, 2025 meeting minutes
- Director’s Report October and November 2025
- Financial Report October and November 2025
- Program Coordinator Report October and November 2025
- 2026 Proposed Budget

October 15, 2025 Meeting

Motion to accept the Minutes, Financial Report, Director’s Report and Program Coordinator’s Report by J.H. Motion seconded by A.C. Motion carried.

October 20, 2025 Special Meeting

Motion to accept the Minutes by S.G. Motion seconded by J.H. Motion carried.

November 12, 2025 Meeting

Motion to accept the Minutes, Financial Report, Director's Report and Program Coordinator's Report by K.B. Motion seconded by A.C. Motion carried.

2026 Budget

Motion by J.H. at 6:42 pm to enter executive session. Motion seconded by A.C.

Motion by S.G. at 6:47 pm to exit executive session. Motion seconded by J.H.

Motion to accept the proposed 2026 budget which includes an increase in funding through Cuba Rushford School District from \$86,246.00 to \$90,558.00 by K.B.

Motion seconded by A.B. Motion carried.

Temporary Adjournment to Proceed with Annual Meeting

Motion to temporarily adjourn the meeting to host the Annual Meeting by J.H.

Motion seconded by A.B. Motion carried at 6:48 pm.

Call to Order:

7:56 p.m.

In Attendance:

Marty Sabato, hereinafter M.S.
Amy Chiu, hereinafter A.C.
Allison Barnes, hereinafter A.B.
Sandy Gustafson, hereinafter S.G.
Kristin Barber, hereinafter K.B.
Jessica Hoxie, hereinafter J.H.
Becky Cole, hereinafter B.C.
Kate Drum, hereinafter K.D.

Absent:

Amy Stromberg, hereinafter A.S.

Premises Group

Motion to approve the appointment of Martha Sabato, Kristin Barber and Amy Chiu as representatives of the Library to serve as preapproved agents with delegated authority in regards to construction decisions, including expenditures not to exceed \$5,000.00 by A.B. Motion seconded by J.H. Motion carried.

Facilities

Updates and information on the lease for 9033 Main Street.

Motion to approve the contract with the Historical Society regarding storage of excess books and equipment by K.D. Motion seconded by A.C. Motion carried.

Motion to approve the contract with Two Men & A Truck to move the library contents to 9033 Main Street and to the Grange on Tuesday, December 9, 2025 by K.B. Motion seconded by J.H. Motion carried.

Construction Update

Premises Group met with attorney regarding the construction project. A meeting will be scheduled with Premises Group, attorney and architects for January 14, 2026.

Insurance Update

M.S. met with insurance provider and coverage will be secured for all rental and storage facilities.

Executive Session

Motion to enter executive session by S.G at 8:38 pm. Motion seconded by A.C.

Motion to exit executive session by A.B. at 8:43 pm. Motion seconded by J.H.

Other updates

Finance Committee to discuss accessing the VanGuard funds and making a withdrawal.

B.C. found a less expensive outdoor drop box for \$502 and will proceed with purchase.

Motion to adjourn the meeting by K.B. Motion seconded by A.B. Motion carried at 8:51 pm.

Next regular meeting January 14, 2026