

Belmont Literary and Historical Society Free Library Trustee Meeting

May 15, 2025, 3:30 pm

Present: Erica Moses, Molly Pike, Caroline Mapes, Ash Gardener, Gene Smith, Pat Presutti, Nichole Gambino, Bobbi Patello, Barb Woolston

Other Present:

Absent: None

The meeting was called to order by President Molly Pike at 3:35 PM

Secretary's Report

- Approval of April minutes
 - Bobbi made a motion to approve the April minutes and Nichole seconded the motion. The motion passed unanimously.
- Correspondence
 - Thank you note for Alan
 - 501(c)(3) paperwork received. Determination letter regarding the library.

Director's Report

March Patron Count: 172 (3 new)

Items Added: 43

Items Discarded: 322

Total Circs: 155

Holds Rec'd: 35

Holds Filled: 133

Computer Use: 3

Libby Checkout: 145

Kanopy: 0

Mango: 0

JobNow: 0

Wifi Usage: 165 session/ 39 unique clients

Out of Sys Loans: 0

Still drafting policies for review/approval. Here is what is currently ready for approval:

Endowment Fund Policy

Financial Review & Audit Policy

Photography and Videography Policy

- Pat made a motion to accept the following policies and Caroline seconded. All were in favor and the motion passed unanimously.

Submitted a 1K grant to the Judith F. Krug Memorial Fund Programming Grants available to fund Banned Books Week projects.

Submitted a grant to the Ralph Wilson Jr Foundation for the computers.

- Molly made suggestions about rearranging the computer stations to increase use. Perhaps moving a computer to the non-fiction room.

Update on the Scaling History Grant I submitted back in February: they're currently on hold because they were being funded through IMLS.

Attended the award dinner with Molly and received our check from the Foundation for Southern Tier Libraries. The grant was to purchase stem kits from Penworthy. They funded \$1000 of the \$1500 that was asked for. Here are the kits I plan on purchasing:

Kit	Price
Animal Games Kit	\$130
Brain Training Kit	\$176
Building and Design Kit	\$99
Everyday Science Kit	\$166
Electronic Learning Kit	\$215
Electronic Coding Learning Kit	\$200
Total:	\$986 (can use the remaining \$14 for batteries if needed)

These kits target kids ages 9 and up/grades 4+. By keeping with one age group, you give them options so when they love the first, they have more to come back and try.

- Bobbi made a motion to purchase the above items with the grant money and Ash seconded. All were in favor and the motion passed unanimously.

Hours Suggestions:

	With Saturday Hours	Weekday-Only (Lunch Hour Focus)	CURRENT HOURS
Monday	1:00 PM - 5:00 PM (4 hrs)	12:00 PM - 5:00 PM (5 hrs)	1:00 PM - 5:00 PM (4 hrs)
Tuesday	1:00 PM - 6:00 PM (5 hrs)	12:00 PM - 6:00 PM (6 hrs)	1:00 PM - 7:00 PM (6 hrs)
Wednesday	Closed	Closed	Closed
Thursday	9:00 AM - 3:00 PM (6 hrs)	9:00 AM - 3:00 PM (6 hrs)	9:00 AM - 3:00 PM (6 hrs)
Friday	1:00 PM - 5:00 PM (4 hrs)	12:00 PM - 5:00 PM (5 hrs)	1:00 PM - 5:00 PM (4 hrs)
Saturday	9:00 AM - 12:00 PM (3 hrs)	Programming	Closed
Total Hours	22	22	20

- Ash made a motion to adopt the weekday-only (lunch hour focus) hours starting June 1st and Bobbi seconded. All were in favor and the motion passed unanimously.

Talked to Brian about alcohol and the meeting room. Wellsville has a detailed alcohol meeting room policy. Brian said that whomever is holding the meeting needs to get a permit allowing them to serve alcohol. He could have his lawyers look into a policy about it.

- Molly asked about event insurance and what our current insurance policy is upstairs.
- The board decided to keep the policy that does not allow alcohol in the upstairs meeting space.

Albuquerque conference - Erica will be attending. She would like airfare and hotel covered.

- Molly made a motion to approve up to \$2000 for hotel and airfare costs and Caroline seconded. All were in favor and the motion passed unanimously. Will be listed under continuing education costs.

New Business

- Slate of officers
 - Barb motion to nominate Molly for president - Pat seconded. All were in favor and the motion passed unanimously.
 - Molly made a motion to nominate Pat for vice president - Bobbi seconded. All were in favor and the motion passed unanimously.
 - Molly made a motion to nominate Barb for treasurer - Ash seconded. All were in favor and the motion passed unanimously.
 - Ash made a motion to nominate Caroline for secretary - Bobbi seconded. All were in favor and the motion passed unanimously.

Treasurer's Report

- Account Balances
 - Renovation Account
 - Previous Balance: \$17,701.13
 - Deposits/Credits: \$0.00
 - Ending Balance: \$17,701.13
 - General Account
 - Previous Balance: \$91,752.35
 - Deposits/Credits: \$412.75
 - Checks/Debits: \$6,987.50
 - Ending Balance: \$85,177.60
- Ash made a motion to approve the March treasurer's report and Caroline seconded the motion. All were in favor and the motion passed unanimously.
- Ash made a motion to approve the April treasurer's report and Nichole seconded the motion. All were in favor and the motion passed unanimously.

Old Business

- Wireless security system and service.
 - What do we need?
 - Erica has ordered door chimes.
 - We want cameras that are able to be connected to smartphones.
- Credit card status
- Follow up on Red List notice. School said to contact law enforcement

Public Comment

President Molly Pike adjourned the meeting at 4:33

Next Meeting: June 12th, 2025

Respectfully Submitted,

Caroline Mapes

Secretary

Official Copy at Library