

Belmont Literary and Historical Society Free Library Trustee Meeting - DRAFT

October 16, 2025, 3:30 pm

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

Absent: Gene Smith

The meeting was called to order by President Molly Pike at 3:33 PM.

Secretary's Report

- Approval of September minutes: Motion Proposed by Ash, Seconded by Bobbi , All were in favor.
- Correspondence
 - Caroline will send a thank you note to the League of Women Voters for their donation.
 - Wreath Across America
 - Old Belmont School picture

Treasurer's Report

- Approval of September report
- Account Balances
 - Renovation Account
 - Previous Balance: \$11,901.13
 - Deposits/Credits: \$0.00
 - Checks/Debits: \$0.00
 - Ending Balance: \$11,901.13
 - General Account
 - Previous Balance: \$64,376.29
 - Deposits/Credits: \$1,283.90
 - Checks/Debits: \$14,895.10
 - Ending Balance: \$50,765.09

Ash made a motion to approve Treasurer's Report, seconded by Caroline, all were in favor.

Director's Report:

September Patron Count: 223 (5 New)

Items Added: 50

Items Discarded: 1

Total Circs: 267

Holds Rec'd: 52

Holds Filled: 95

Computer Use: 5

Libby Checkout: 194

Kanopy: 0

Mango: 0

JobNow: 0

Wifi Usage: 150 session / 24 unique clients

Out of Sys Loans: Still suspended

Lindsey's came out and looked over the HVAC system. Nothing stands out to him as being a reason for our electricity to spike as much as it did. Suggested to call an electrician to see if they might be able to figure out what the cause is. While he was here, I asked if he could put together a quote for us on replacing the system and that we would be applying for a construction aide grant and the needs surrounding it.

After speaking with Robert's Electric, I looked at the RG&E bills. The bill for the current is right back down again.

Computers, monitors, and a new printer were purchased. I held off on purchasing the teleconference equipment for right now. The printer ended up going on sale and was \$100 cheaper than I quoted, however the computers and monitors ended up no longer being on sale. Computers ended up being about \$100 more than quoted, and I chose different monitors that were less than the quote cost. I quoted \$3278 and spent \$2982.

Our tank is completely set up and ready for our new friend to arrive next month. I'm still checking in with local shelters and on Petfinder, but most are too far away.

New door locks were purchased. I've created a log to keep track of who has keys to both doors.

I will be performing staff evaluations by our November meeting for review.

Created a job description for a circulation clerk, just needs to be approved.

Budget Discussion.

Old Business:

- Directors/Officers insurance quote from Sloan-out for quote
- Security update
 - The board discussed security camera options, including Eufy and Owl.
- Heating/Cooling

- The bill went down, however, does the thermostat need to be moved upstairs for cooling? The system may be working harder than necessary because it is sensing incorrect temps.
- New Position
 - Christina is interested in the new position for Saturday hours.
 - Jan. 3rd is the start date for the new position.
- Old Shelf/Computers
 - Still had not been sold. Erica will contact JobTrack to see if they will take it.
 - Erica will contact BOCES to see if they would like the old computers for teaching purposes.

New Business:

- Budget
 - Discussed expenses from current year.
- Vote to override tax cap
 - Bobbi made a motion to override the tax cap, Ash seconded, all were in favor.
- Vote to transfer funds for current year-2025
 - Motion was made by Caroline to withdraw \$20,000 from the endowment fund to cover these expenses and Bobbi seconded. All were in favor.
- Ornaments for tree in Park Circle
 - Snake themed tree - discussed ornaments.
- Floral activity for Christmas/Thanksgiving
 - Bobbi reported on prices for floral activities.
 - Swag florals are \$30 for one or two for \$50
 - Centerpieces are \$50 for one
 - Little cup florals are \$25-30
 - Ash made a motion to offer the swags as an event, with patrons covering \$30 for one swag or \$50 for two swags and pre-paying with a reservation on Wednesday November 19th, Nichole seconded and all were in favor.
 - Bobbi will reach out to EastWind to see what their capacity is for the number of attendees.
 - The board discussed setup and volunteering for the event.
- Resignation of VP Pat Presutti
 - Molly read Pat's note to the library board.
- Discuss number of trustees
 - The board discussed the number of trustees on the board - 7 vs 9.
- Book Club
 - Request from Annie for a key to the library. She will need to stop in and fill out a form. She can pick up the key each month for book club and return it the next day.
- Storytime
 - Taylor Stuck from Angelica will do storytime at Belmont

Public Comment:

Executive Session

- The board went into executive session at 4:34 to discuss raises for staff for 2027 budget
- The board came out of executive session at 4:37

Next Meeting - November 20th, 2025 3:30pm.

Adjournment: President Molly Pike adjourned the meeting at 4:43

Respectfully Submitted,

Caroline Mapes