

Belmont Literary and Historical Society Free Library Trustee Meeting

September 18, 2025, 3:30 pm

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

Absent: Erica Moses

Erika Jenns from STLS presented on Trustee Roles, Responsibilities and Board Best Practices.

The meeting was called to order by President Molly Pike at 4:38 PM

Secretary's Report

- Approval of August minutes: Motion Proposed by Barb, Seconded by Nichole, All were in Favor
- Correspondence
 - Thank you note needed for Moogan Foundation

Treasurer's Report

- Approval of August report
- Account Balances
 - Renovation Account
 - Previous Balance: \$17,701.13
 - Deposits/Credits: \$0.00
 - Checks/Debits: \$5800.00
 - Ending Balance: \$11,901.13
 - General Account
 - Previous Balance: \$69,643.76
 - Deposits/Credits: \$621.75
 - Checks/Debits: \$5889.22
 - Ending Balance: \$64,376.29

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

Director's Report:

August Patron Count: 234 (3 New)

Items Added: 29

Items Discarded: 313

Total Circs: 262

Holds Rec'd: 38

Holds Filled: 75

Computer Use: 6

Libby Checkout: 198

Kanopy: 0

Mango: 0

JobNow: 0

Wifi Usage: 141 session / 18 unique clients

Out of Sys Loans: Still suspended

We received a \$500 check from the Moogan Family Foundation to help with the cost of new computers and printer.

New door handle was installed on the inside door, but I've held off the bathroom one because it's an odd size.

The budget meeting I was set to attend was canceled. Brian did say that a recording was going to be sent out to everyone with the information.

The tank and stand have been set up. Josh's frog sent us a portion of what we needed, and I sent them out pictures. They responded that they are sending us a few more items and I expect them by the end of September. I purchased some items as well as books to support passive programming. I'll be attending an expo on November 1st and will probably pick up our little friend at that time unless a local SPCA has one.

I am set to attend the Strategic Planning Workshop at ARSL.

Sue and I both have tried reaching Shea's and Lindsay's Plumbing and Heating but no responses.

I spent about three hours in Scio with Raeanne discussing budgets, security cameras and accountant information. I'm hoping to sit down with Molly and Barb when I come back from New Mexico. As for the rest of the budget, normally I would have had something for you at this meeting but pushed it back till next month. What I need to know is how many hours you'd like to have the library open each week? I've spoke with Christie about working Saturday's and she's all in which would mean creating a circulation clerk position. She would work 2-3 Saturday's each month and I would work the rest. Right now we are open 22hours a week, I work 25, Sue works 11 to 12 depending on how late Stitchburners runs to, and Christie works 3 for cleaning.

- Discussion around having a 11 -1 trial run of the library being open on Saturdays

Scio and Little Genesee both use Wize camera for security. They're nothing fancy or special, but Raeanne has them set up to cover just about every area in each library,

including the meeting rooms. A two pack of these cameras on Amazon was \$50 and they save to a memory card. Once the card is full, the old data is written over and she gets three days work of videos.

I've attached the new computers and printer. Total cost would be \$3278. The printer currently has a rebate offer which would give us free ink for 2 years. Laptop for the director's desk is so that it can be portable. Taken home if/when the need to work from home arises, or taken to conferences, meetings, etc.

- Discussion was had around the patron computers, and whether we want to replace those as well - will reach out to Erica for clarification.

Applied for the COSAC Outreach Mini-Grant. Asked for \$1000 to curate a starter collection of Hi-Lo books as well as items with dyslexic friendly fonts. Notification is in October.

Applied for Infinite Sums Rural & Small Libraries Cohort. It is a national grant with 15 selected winners and provides \$10,000 to support math- and science-focused programming for all ages in small and rural communities.

Our library will be hosting three separate exhibits provided by the South Central Regional Library Council. The first will be delivered on September 23rd and is titled "Making Sense of the Census in New York." It will be here through the month of October. The next will be for the month of January and is on Immigration in New York between 1650-1950 and the last one will be for March and is on the Women's Suffrage Movement in New York.

October 3rd is the STLS Annual Meeting held in the Penn Yan library. Sue is covering so that I can attend. I'll be in the library once the meeting is over.

There are two upcoming meeting room reservations, one at the end of the month, and one in October.

Old Business:

- Directors/Officers insurance quote from Sloan
- HVAC
- Bookshelf
 - We will check back in about this at next meeting
- Library cameras

New Business:

- Book Club
- Saturday hours
 - The board proposed that we change hours to be open every Saturday 11-1 PM
- Park Circle Tree

- Barb made a motion to spend \$20 for a Christmas tree in park circle, Nichole seconded and all were in favor.
- Wreath workshop
 - Bobbi will reach out to EastWind

Public Comment:

Next Meeting - October 16th, 2025 3:30pm.

Adjournment: 5:18 PM

Respectfully Submitted,

Caroline Mapes