

Mabel D. Blodgett Memorial Library
35 South Main St., Rushville, NY 14544
(585) 554-3939
rushvillelib.org

Trustees: Lyn Magill, President; Krystine Leo, Vice President; Heather Bassett, Co-Secretary; Joanne Le Clair, Co-Secretary; Karen Sprentall, Treasurer
Staff: Dodie Baker, Library Director; Dawn LeMay, Library Clerk
Library Board Meeting for 9/16/2024

Absent: Krystine Leo

No community observers or guests

President Lyn Magill joined us via cell phone and called the meeting to order at 7:25 p.m.

Motion was made by Karen to accept the minutes from the August 19, 2024, board meeting, motion was seconded by Heather; motion carried.

Treasurer's Report:

Bills requiring approval:

Aly Catlin – bookkeeping 8/26/24 – 9/8/24	\$150.00
Dawn Le May – voucher 9/9/24 for Wildlife Defenders/Rockstars, first aid kit and bathroom cabinet	\$57.81
Dodie Baker – voucher 9/10/24 for office supplies and adult program	\$58.40

Heather made a motion to pay these bills, seconded by Joanne, and the motion was carried. Lyn asked for clarification on the monthly payments we make to QuickBooks as part of the payroll services. Karen explained the amounts included the salaries of Dodie and Dawn; in addition, they perform tasks associated with payroll taxes. Karen's report also includes additional information in connection to the 2025 budget spreadsheet, which is being updated to reflect a 3% Cost of Living as follows:

Director's Wages – added \$18.87/hr.

Support Wages - \$17.25/hr.

Fifty-five additional hours for program planning that was already approved, but this information was never added to the form. Staff will report their hourly overages at the next board meeting so we may factor them into the 2025 budget.

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President's Report:

As we have completed all of the requirements for our application for Registration with the NYS Department of Education, Lyn is submitting our completed paperwork to Brian at STLS to proof and approve for submission.

Dodie is still in the process of establishing a dollar amount with Beaumont & Stork Insurance for the contents of the library.

The credit cards with Lyons National Bank are all set for purchases and now in use for Dodie and Dawn.

Brian Hildreth has assured us that the Library Board is meeting their NYS 2024 training requirements through his informational presentations and participation at our meetings so far this past year, plus one more TBD before year's end.

Library Board Meeting Dates for 2025 are as follows: We will be off for the month of January, as our treasurer will not be here, and it is determined that our summer months are too busy to take additional time off. We will continue to meet on the third Monday of each month. Motion to accept this meeting plan made by Karen, seconded by Joanne; motion carried.

Dodie reminded us that in the bylaws, trustees are approved to serve a term of 3 years, and any years served before our NYS Charter was established do not count. However, we should come up with a plan to stagger our terms in the future, so we don't all end up leaving at the same time, so the board is not in danger of having no one on it with prior experience.

Director's Report:

Adult Book Chat continues to be embraced by its participants. Out of 5 sign-ups, 4 were able to attend. The next is scheduled for Sat., Oct. 5th at 1 p.m. in the library. This is included in our postings on rushvillelib.org.

On Aug. 22nd, Dodie and Dawn delivered some items and money collected from patrons to aid The Wildlife Rockstars / Bridges for Brain Injury organization. They received a tour of the property from Sarah in Farmington. Everyone there stated the donations for the animals and people made it seem like Christmas time.

The application for 2024 – 2025 Youth Bureau paperwork was completed on Sept. 12, 2024, within the established deadline. Also on that day, Dodie and Dawn went to 15 libraries on the Star Quest Tour. They have both visited a total of 17 libraries and hope to visit a few more before the end of the program on September 30th. Our library has had a total of 103 people from all over the Southern Tier Library System (STLS) to date, happily far more than we expected. A final update about our Star Quest program will be given at our October board meeting.

STLS gave us some new Covid-19 tests to give out to library patrons.

Our next Library Board Meeting will be at the Rushville Methodist Church on October 21st at 7:15 p.m.

With no further agenda, Lyn proposed to close this meeting at 8:05 p.m.; Heather made the motion to accept, Karen seconded the motion; motion carried.

Respectfully submitted by Joanne LeClair, co-secretary