

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 10/21/2024

Attendance: No one was absent; Heather attended via phone; no outside observers nor guest speakers

President Lyn Magill called the meeting to order at the Rushville Methodist Church at 7:18 p.m., and we added a Vice President's Report to the agenda approved by consensus. A motion was made to approve the amended September 16, 2024, Minutes by Karen and seconded by Heather; motions carried.

Treasurer's Report:

Bills to be paid for approval:

09/24/24 Bookkeeping services – Aly Catlin (9/09/24 - 9/22/24):	\$150.00
10/08/24 Bookkeeping services - Aly Catlin (09/23 -/10/06/24):	\$150.00
10/04/24 STLS Qtrly. Internet Service (July, Aug. Sept.)	\$ 345.00

Bills paid prior to approval:

10/16/24 OKBK intuit processing fee for pay	\$237.60
10/10/24 QKBK intuit Payroll services – 2 wk. period	\$990.05
09/26/24 QKBK intuit Payroll Services – 2 wk. period	\$1032.30
09/16/24 Monthly – QKBK intuit fee for process payroll	\$173.88
9/25/24 ShelterPoint Insurance (disability; paid family leave)	\$235.85
10/21/24 Dodie's voucher to preapprove debit card purchases	

For the **upcoming** Halloween and Book Chat programs **up to** \$300.00

(Preapproval amount of up to \$300 motion made by Joanne, seconded by Krystine; motion carried)

Utility payments previously blanket approved:

10/09/24 Spectrum	\$54.99
09/24/24 NYSEG	\$61.58

Other Business:

1. We received the Certificate of Insurance for Disability & Paid Family Leave from ShelterPoint Life Insurance. This will be scanned and filed in our Charter Binder at the library.
2. Our Disaster Preparedness Plan has been updated with missing contact information. Every Board member and bookkeeper will receive a copy to save.

Motion to accept the Treasurer's Report was made by Joanne, seconded by Krystine, and the motion was carried.

Vice President's Report:

A statement regarding The Youth Bureau Grant received through the Yates Co. division of Children & Family Services for Oct. 1, 2023 – September 30, 2024, (last year's money) is ready and waiting for Dodie's signature. Most of this money covers employee wages, and the signed form proves we used the money. Krystine will give the appropriate payroll report to Christine Young, director of the Youth Bureau. This is a grant we will want to apply for again this year.

President's Report:

When speaking with our village clerk to see where we stand in the deeding process of converting ownership of the library and its grounds from the Village of Rushville to the Mabel D. Blodgett Memorial Library, it appears the Village's attorney believes we must be chartered for 5 years before the Village can proceed in this process. However, once we received our EIN number, we should have been able to conduct business the same as any other library. Brian Hildreth, from STLS, is checking into this matter for us with STLS attorney, Kimberlee Maddaugh with Sayles and Evans in Elmira.

In the meantime, Lyn will proceed with filling out the 3-part application to obtain an insurance quote from Beaumont & Stork for our eventual ownership of the building and grounds. Lyn needs to complete/fill-in two forms, one regarding the library policy on abuse and molestation, and the other on library legal liability. Note these are *in addition to what we are already paying them for existing insurance.*

Director's Report:

We continue to have interest in the Adult Book Chat with refreshments. The next one is scheduled for Nov. 9, 2024, at 1 p.m. in the library. There is no official total yet for the STLS StarQuest Tour, but Dodie and Dawn went to 26 member libraries and 110 people from all over the Southern Tier Library System visited us here in Rushville.

We will be handing out treats for Halloween on October 31, 2024, from 6-8 p.m., as we do each year. Many of the traditional activities the community look forward to are being planned again for Christmastime in Rushville: Santa arriving in a firetruck to light the tree and visit the children, crafts, handing out hats and mittens from The Living Well, and finding a sponsor for our annual coloring contest (Finger Lakes Plates was so helpful last year, and we hope they want to help again this year.) It was mentioned that there were quite a few hats and mittens left over from last year that were more suitable for people living in a milder climate and warmer temperatures, so we are interested in donating these to people in the south affected by hurricanes Helene and Milton. We will continue to plan. Brian and Erika from STLS are finishing three reports that we need on our website. Brian will attend our meeting on Dec. 16, 2024, and have the board approve the reports at that time. The reports will then be sent to us and Dawn will put them up on the website. Note that this is in addition to what we have already completed.

Dodie confirmed we do not have to pay property taxes because we are a nonprofit organization. Eventually we will be part of the STLS phone billing system and internet that will save us a little money, but until then we are still with Spectrum.

New Business:

In the library foyer, along with our free book exchange, we are including a puzzle exchange. In the future, once the Village Park is more developed, we want to investigate the possibility of creating a small kiosk for a free book exchange.

Our next Library Board meeting is scheduled for Nov. 18, 2024, at 7:15 p.m. in the Rushville Methodist Church.

With no further business to discuss, Joanne made a motion to adjourn the meeting, seconded by Karen; motion carried, and the meeting adjourned at 8:18 p.m.

Respectfully submitted by Joanne M. Le Clair, co-secretary