

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 MINUTES FOR: May 19, 2025

ATTENDANCE:

Absent: Krystine Leo

Community Observers: David R. Le Clair and Laurie Adams

President Lyn Magill called the meeting to order at 7:20 p.m. at the Rushville Methodist Church.

Heather motioned to accept the agenda for the meeting, seconded by Karen; motion carried.

Heather motioned to accept the minutes from the 4/21/25 Board of Trustees meeting,
seconded by Karen; motion carried.

TREASURER'S REPORT 05/19/2025:

Bills Pd. prior to mtg. – need approval:

Bookkeeping services - Christina Sobolewski :

(4/7/25 – 4/20/25 = 3hrs. 3 min.)	\$106.16
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(4/21/25 – 5/4/25 = 1 hr. 27 min.)	\$50.75
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4/24/25 – QB Payroll	\$1,125.48
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5/08/25 – QB Payroll	\$1,110.88
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5/16/25 – QB Intuit service fee for payroll	\$239.76
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Heather made a motion to pay the above bills as stated; Lyn seconded the motion; motion was carried.

Utility payments previously blanket approved:

April Spectrum	\$50.00
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April NYSEG	\$602.23
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Note: As of May 1st, we have been placed on NYSEG's Budget Plan, and we will see if this makes a positive difference.

For Approval - Bills need to be paid:

5/19/25 – Dawn LeMay voucher – Books	\$3.98
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5/10/25 – Dodie Baker voucher – Milage for Spring CE	\$77.00
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5/17/25 – Dodie Baker voucher – Various programs and supplies \$208.39

Lyn made a motion to pay the bills as noted above; Heather seconded; motion carried.

As of 5/17/2025 LNB account balances:

Business Checking = \$3,733.52

Nonprofit savings = \$132,258.17

Three 6 mos. CDs = \$259,761.54

TOTAL BALANCE= \$395,753.23

Other Business:

Christina and Karen are still working on converting to QB Online services.

On May 1st, the NYS Comptroller Annual Financial Report was submitted. Ruth, from the Gorham Free Library, came to help us navigate the process.

Respectfully submitted by Karen Sprentall

President's Report:

Status of the deed transfer for library and property: The attorney is proceeding with the Title search. Brain Hildreth (STLS), the attorney, and Lyn would also like to have a copy of the survey map, which Dave Le Clair will need to proceed with plans for an addition to the library. The attorney has Dave's contact information.

General Liability Insurance needs for the building and property: Stork Insurance has sent the application, so we will be all set once the deed has been transferred from the Village. We should once again reassess the contents of the library to keep insurance coverage up to date.

Update on filling two Trustee positions: As a result of our advertising the two openings, we have more candidates than we have positions, so Joanne will develop standard canvassing questions to distinguish between the candidates. Then she, Karen, and Lyn will set up appointments to meet with each one. We will still field inquiries from interested people and believe we can submit two names to the Mayor/ Village Board for approval within two months.

Current Mission Statement: We need to check our documents where this appears, online and hard copy, to make sure they have been updated to the newest required format, as it was revised *after* becoming chartered, i.e. changing "residents of the Village of Rushville" to "residents of the Marcus Whitman School District," which reflects the public tax dollars that fund our yearly income, according to New York State practice.

Review of our Bylaws: Our Bylaws are available online. During our June meeting of the Library Board of Trustees, we will work on reviewing these and making any necessary amendments.

Director's Report:

Dodie presented the "Mabel D. Blodgett Memorial Library Annual Report to the Community 2024," for which she received training as mentioned in last month's minutes, to the library board of trustees for approval. *Joanne made a motion to accept the 2024 Community Report as written, Karen seconded the motion, and the motion was carried.*

Dodie and Dawn once again met with Dave Le Clair to continue discussing needs and designs for an addition to the library on May 8th 2025. On May 9th, Dodie and Dawn attended the Spring CE workshop for training. Karen Sprentall volunteered to substitute so the library could remain open.

The Dormann Library in Bath, NY is sponsoring a Mini Canvass Art Show from mid-May to Mid-June with a community reception given the night of their Open House on May 31st. Their director invited all library directors and assistants to enter, so Dodie and Dawn each submitted a 2"X2" canvass.

A reminder was given for everyone to vote on the MWSD budget on May 20, 2025, Noon - 8 p.m., as our 2026 budget is one of their line items.

Regular Monthly Scheduled Programs: Wee Wonders Storytime with Dawn will be on May 27 (10-11 a.m.); Book Chat was held on May 17 with 4 participants; and monthly craft kits are available for children and families. Library staff will not march in the Memorial Day Parade, and the library will be closed that Monday in observance and honor of our veterans.

Public Expression:

Dave Le Clair was interested in reviewing the Annual Report to the Community 2024, and commended Dodie and Dawn for the "great outreach and programing." He stated he had no idea so many people utilized the library's services.

The board and staff answered questions Lorie Adams asked about volunteer opportunities/needs, adult programs that were offered, the number of participants for Wee Wonders, and outreach we have made to the school.

Our Next Meeting: June 16, 2025

With no New Business nor any need for Further Discussion or Clarification, Heather made a motion to end the meeting at 8:30 p.m., seconded by Joanne; motion carried.