

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

Trustees: Lyn Magill, President; Krystine Leo, Vice President; Heather Bassett, Co- Secretary; Joanne Le Clair, Co-Secretary; Karen Sprentall, Treasurer; Laurie Adams, Jennifer Hubbard

Staff: Dodie Baker, Library Director; Dawn LeMay, Library Clerk

Library Board Meeting for: October 20, 2025

ATTENDANCE: Absent – Jennifer Hubbard; Director Dodie Baker on medical leave of absence; no outside observers

President Lyn Magill called the meeting to order at 7:20 p.m. in the Rushville Methodist Church. Joanne made a motion to approve the agenda, seconded by Heather, and *motion was carried*. Karen made a motion to approve the September 15, 2025, Board of Trustees meeting, seconded by Heather, and *motion was carried*.

TREASURER’S REPORT

TREASURER’S REPORT 10/20/2025

Bills pd prior to meeting:

| | |
|-------------------------------------|-------------------------------|
| Spectrum October | \$50.00 |
| QB Payroll Taxes 9/22/25 – 10/05/25 | \$342.66 |
| QB Payroll 9/22/25 – 10/05/25 | \$583.74 |
| QB Payroll 9/22/25 – 10/05/25 | \$155.64 |
| NYSEG October | \$259.96 |
| Cengage Learning (2 book orders) | \$166.32 + \$14.94 = \$181.26 |
| QB Payroll Taxes 9/08/25 – 9/21/25 | \$372.08 |
| QB Payroll 9/08/25 – 9/21/25 | \$589.82 |
| QB Payroll 9/08/25 – 9/21/25 | \$329.67 |

Bill to be approved:

QB Monthly Fee – Sept. \$271.08

(This fee has increased since we timed out of the discount period.) We also proposed to make this bill part of our “blanket approval as it will need to be paid each month in a timely manner to avoid late fees. Heather made a motion to pay this bill, seconded by Krystine; *motion carried*.

Deposit made 10/1/25:

Refund from Utica National for overpayment Liability Insurance \$65.00

Deposits made 10/14/2025:

| | |
|-------------------------------------|-------------------|
| Youth Bureau Yates Co. | \$2,534.66 |
| Donation from Congregational Church | \$ 500.00 |
| Loose change from desk drawer | \$ 261.00 |
| Copies & fax payments | \$ 112.50 |
| Anonymous donations | <u>\$ 101.35</u> |
| TOTAL deposit: | \$3,509.51 |

LNB Balances as of 10/17/2025:

| | |
|----------------|---------------------|
| Checking Acct. | \$8,114.68 |
| Savings Acct. | \$109,163.48 |
| (3) 6 mos. CDs | \$52,840.38 |
| | \$105,680.71 |
| | <u>\$105,680.71</u> |
| | \$381,479.96 |

Other Business: Lyn and Karen worked on the 2027 Budget Draft so that we are following the STLS timeline guiding this procedure. We must vote tonight on whether to approve an override of the tax cap in case it is needed for the new budget, so that Lyn may submit the online form with the Comptrollers Office as required in November. Joanne made a motion to override the tax cap in case it is needed to meet 2027 budget requirements, seconded by Karen; *motion carried.*

Respectfully submitted by Karen Sprentall

SPECIAL SESSION OF TRUSTEES:

Dodie has been out on medical leave/disability this month, and Dawn has had to fill in and assume the Director’s role to keep the library functioning. We needed a motion to allow Dawn to work the extra hours and assume the director’s duties to keep the library open during advertised hours and offering programs/services to the community. Krystine made this motion, seconded by Heather; *motion carried.* We then discussed increasing Dawn’s rate of pay to match that of a sitting director and making it retroactive to cover what Dawn has worked during the past weeks in this role. Joanne made the motion as stated, seconded by Krystine; *motion carried.*

PRESIDENT’S REPORT

- Status of the library property transfer from the Village of Rushville: the *on-hold* pattern is now resting with the Village attorney.
- Halloween Festivities: Our goal is to have 250 treat and activity bags available to hand out to trick-or-treaters who come to the library between 6 – 8 p.m. We have a few supplies carried over from last year, but Dawn needs some help with shopping for handouts for these bags, as well as candy canes and Christmas bows when they become available for our Christmas celebration. Karen and Joanne volunteered to do the shopping and have the State Tax Exemption statements written and filled out so they may complete these purchases, using one of the library debit cards. Laurie volunteered to help Dawn pass out the treats on Halloween.
- Christmas Celebration: We are able to hire the same Santa we have been using to come on the Rushville fire truck to hand out candy canes and small gifts to the children. We will contact The Living Well for contributions of hats and mittens, and we'll discuss other traditions at our November meeting. Krystine has tentatively set Sat., November 15th from 11 a.m. to 1 p.m. for the trustees to meet and wrap "boy's" and "girl's" gifts for the event; we need to bring our own scissors.

DIRECTOR'S REPORT

Regular monthly programs:

- Wee Wonder Storytime with Dawn for October is scheduled Oct. 28th, 10 – 11 a.m. We are seeing regular attendees for this program, mostly from home-schooling families.
- The Adult Book Chat was cancelled for the month of October. If there is an interest, we will look for another facilitator to fill in for Dodie.
- Monthly take-home craft kits for children and families

Toy Raffle to raise money for the 10th Annual Christmastime in Rushville beginning on Dec. 5, 2025: Tickets will continue to be sold through Nov. 5th, as priced in our September minutes, and the drawing will be held Nov. 7th. We have raised \$88.00 so far. Pictures of the toys are on the library website, rushvillelib.org.

New Events:

- The library participated in the Village Park Ribbon Cutting Ceremony last month. We had a display of the Phenology Wheel Activity that we worked on during one of the Summer Fun Program sessions. We collected information and observations for the project in the Rushville Village Park.
- The Great Give Back is happening now through October 31st. STARCat Cares: Paws for a Cause is partnering with our library to collect items needed for the Yates Co. Humane

Society. Dawn gave us copies of fliers specifying what they are looking for, and there is a collection box at the library.

Respectfully submitted by Dawn LeMay, Library Clerk, reporting for Dodie Baker, Library Director

PUBLIC EXPRESSION

N/A, No outside observers in attendance

NEW BUSINESS OR FURTHER DISCUSSION AND CLARIFICATION

David Le Clair sent word that he has marked out the measurements for the proposed building addition behind the library for everyone to see. Brennon, from Mark's Engineering, will visit this site, make recommendations, and submit an estimate for the project. This is the same company who helped with the new additions for the village park. Dave will try to get at least one or two more estimates for comparison from companies in our area. So far, Mark's Engineering is the only one who has shown interest.

NEXT MEETING is November 17, 2025, at 7:15 p.m. at the Rushville Methodist Church.

With no further business to discuss, Joanne motioned we adjourn the meeting at 8:07 p.m., seconded by Karen and Heather together; *motion carried*.