

Haxton Memorial Public Library  
Board of Trustees Meeting  
April 20, 2026

PRESENT: Carol D'Alba, Kim Gibson, Denise DiMatteo, Lynette Crawford, Jessica Baker,  
Janet Klotzbach

CALL TO ORDER:

Meeting called to order at 6:36 pm

ADOPTION OF THE AGENDA:

Motion by Denise DiMatteo with second by Lynette Crawford to add an executive session to discuss personnel matters. Motion carried. Motion by Denise DiMatteo with second by Lynette Crawford to adopt the agenda for April. Motion carried.

APPROVAL OF BOARD MINUTES:

Motion by Lynette Crawford with second by Denise DiMatteo to approve March 16, 2026 minutes with changes. Motion carried.

TREASURER'S REPORT:

March month-end report shows \$71,519.55 in the checking account. \$79,419.00 in the savings account. \$150,000.00 in certificates of deposit. Motion by Denise DiMatteo with second by Janet Klotzbach to accept Treasurer's report/financial report. Motion carried.

APPROVAL OF THE PAYMENT OF THE BILLS:

Bills for April total \$10,487.66. Motion by Janet Klotzbach with second by Lynette Crawford to pay April bills. Motion carried.

PUBLIC COMMENTS:

None at this time

OFFICERS' REPORTS:

None at this time

CORRESPONDENCE:

None at this time

LIBRARY MANAGER REPORT:

- As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights program attendance throughout the month and the various meetings attended in support of the library.
- Monthly Revenue Reporting: As submitted by Kim Gibson, Library Manager, and on file at the library office.

#### OLD BUSINESS:

- BUDGET INCREASE: Motion to increase the budget by \$3,613 due to unanticipated revenue by Lynette Crawford with second by Janet Klotzbach. Motion carried.
- CREDIT CARD: Kim Gibson submitted all paperwork and waiting on approval from the bank.
- BUDGET: The board reviewed information on the budget newsletter to go out to the public.
- PILOT PROGRAM: No information at this time.

#### NEW BUSINESS:

- ANNUAL REPORT: Kim Gibson submitted the annual report to Nioga. Motion to approve the annual report by Lynette Crawford with second by Denise DiMatteo. Motion carried.
- INFORMATIONAL MEETINGS: Meetings are planned for May 11 at 7 PM and May 12 at 2 PM. Board members will attend both meetings.
- NIOGA ANNUAL DINNER: The dinner will take place on May 20th at 6 PM. The board and library staff will attend. Lynette Crawford and Denise DiMatteo will put together the basket this year.

#### EXECUTIVE SESSION:

Motion to move into executive session at 7:40 pm by Lynette Crawford with second by Denise DiMatteo. Motion carried.

Motion to exit executive session at 8:40 pm by Denise DiMatteo with second by Lynette Crawford. Motion carried.

#### ADJOURNMENT:

Motion to adjourn meeting at 8:41 pm by Denise DiMatteo with second by Lynette Crawford. Motion carried.

NEXT MEETING: MAY 18, 2026 at 6:30 PM