

Haxton Memorial Public Library
Board of Trustees Meeting
July 14, 2025

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

ABSENT:

CALL TO ORDER:

Meeting called to order at 7:04 pm

ADOPTION OF THE AGENDA:

Motion by Janet Klotzbach with second by Lynette Crawford to adopt the agenda for July. Motion carried.

APPROVAL OF THE MINUTES AND FINANCIAL REPORT:

APPROVAL OF SECRETARY'S MINUTES:

Motion by Denise DiMatteo with second by Lynette Crawford to approve June 16, 2025 minutes with changes. Motion carried.

TREASURER'S REPORT:

June month end report shows \$169,822.29 in the checking account. \$68,976.45 in the savings account. 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 July total \$7,822.18. Motion by Lynette Crawford with second by Jessica Baker to pay July bills with changes. Motion carried.

PUBLIC COMMENTS:

None at this time.

OFFICERS' REPORTS:

None at this time.

CORRESPONDENCE:

- Richter's donation - \$2000

LIBRARY MANAGER REPORT:

As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS:

- STATE REGISTRATION CHANGES: Lisa Erikson sent Kim Gibson an email with additional

needed changes. Motion to approve changes to the Bylaws by Lynette Crawford with second by Denise DiMatto. Motion carried.

- RETIREMENT-UPDATE: Still waiting on approval for recent library employees. The process is moving slowly.
- SUMMER READING KICK-OFF MESS FEST: There was a wonderful turnout! Thank you to all the volunteers.
- MUSEUM PASSES: Strong Museum of Play does not offer passes. Genesee Country Museum offers passes for \$140/year. The Aquarium of Niagara offers passes for \$200/year. The Empire Pass can be purchased in December for the coming year. The Rochester Science Museum passes were renewed for the year. Motion to approve the purchase of passes for the Genesee Country Museum in the amount of \$140 by Jessica Baker with second by Janet Klotzbach. Motion carried.

NEW BUSINESS:

- 6/30 INCIDENT: There was a forced entry at the library. An item from a prize basket was stolen. The police took statements from Kim Gibson and Denise DiMatteo. The lock for the inside double doors needs to be repaired and a new lock for the meeting room door needs to be installed. Joel D'Alba will come look at them and make recommendations.
- SPECIAL EVENT INSURANCE: Library events held in Triangle Park will need a certificate of insurance moving forward. Kim Gibson will call the insurance company to clear this up.
- SECURITY CAMERAS (JOSH/MILLENNIUM): Josh from Millennium quoted \$800 to repair the system and \$3200 to replace the system. Kim Gibson will get 2 more quotes to repair or replace the security cameras.
- STATE CONSTRUCTION GRANT 2025-2026 (AC, DOORS, COMPUTERS SET UP): The deadline to file is September 17, 2025. Workshops for this grant are August 6 and September 3. Carol D'Alba will attend the August 6 workshop with Kim Gibson. The library will have to match 50% of the total expenses.
- SUMMER READING PROGRAM UPDATE: 85 children and 26 teens are registered for summer reading. The park program will bring their children to the library this year.

ADJOURNMENT:

Motion to adjourn meeting at 8:25 pm by Lynette Crawford with second by Janet Klotzbach. Motion carried.

NEXT MEETING: August 18, 2025 at 6:30 PM