

Haxton Memorial Public Library
Board of Trustees Meeting
June 16, 2025

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

ABSENT:

CALL TO ORDER:

Meeting called to order at 6:36 pm

ADOPTION OF THE AGENDA:

Motion by Janet Klotzbach with second by Lynette Crawford to adopt the agenda for June. 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 May 19, 2025 minutes with changes. Motion carried.

TREASURER'S REPORT:

May month end report shows \$178,093.61 in the checking account. \$68,970.78 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 June total \$13,929.76. Motion by Lynette Crawford with second by Denise DiMatteo to pay June bills with changes. Motion carried.

PUBLIC COMMENTS:

None at this time.

OFFICERS' REPORTS:

None at this time.

CORRESPONDENCE:

- Richter's letter and donation - \$1000
- IRS - Overpayment (ERTC Credit) - \$12,248.66
- Informational letter regarding Bullet Aid grant (\$4200) to be disbursed at the end of this year

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: All necessary changes were completed for the registration.
- RETIREMENT-UPDATE: Progress is slow. Kim Gibson is now looped in on pertinent emails.
- LIBRARY VISITS PROGRAM - RICHTER'S: Kim Gibson spoke to the Richter's about the program. They are interested and will contact the program organizer.
- SUMMER READING KICK-OFF MESS FEST (FINALIZE): Everything is finalized and ready to go. Volunteers will meet at 6 pm.

NEW BUSINESS:

- MILLENNIUM QUOTE FOR COMPUTER: Microsoft will be installed on the computers. Kim Gibson spoke with representative about moving computers to different areas of the library. Quoted \$6,450 for all computer work. Quoted \$3,495 for all security camera work. Kim Gibson will look at grants to cover some costs for this work.
- MUSEUM PASSES: Kim Gibson will renew the passes for the Rochester Science Museum. She will look into other opportunities like this.
- VOLUNTEER APPROVAL (2): Motion to approve volunteers Ada Foster and Teagan Falk by Janet Klotzbach with second by Jessica Baker. Motion carried.
- ERM INSURANCE FORM FILLED OUT (CAROL D): Carol D'Alba filled out the form.

ADJOURNMENT:

Motion to adjourn meeting at 7:41 pm by Lynette Crawford with second by Denise DiMatteo.
Motion carried.

NEXT MEETING: July 14, 2025 at 6:30 PM