

Haxton Memorial Library  
Board of Trustees Meeting  
May 10, 2023

PRESENT: Kim Gibson, Carol D'Alba, Denise DiMatteo, Lynnette Crawford, Justin Staebell, Patt Fagan (Recharter Public Relations Manager)

Meeting called to order at 6:37 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Justin Staebell with second by Lynette Crawford to approve April 2023 minutes with the following changes:

- March ending checking account balance changed to \$105,120.27 to account for NYSR failing to deduct retirement dues for Tiffany Gould in the amount of \$62.02. NYSR was only billing \$22.50.

Motion carried.

TREASURER'S REPORT: April month end report shows \$95,655.30 in checking. \$84,480.98 in savings. Motion by Justin Staebell with second by Denise DiMatteo to approve April report. Motion carried.

Bills for May total \$6740.54. Motion by Denise DiMatteo with second by Justin Staebell to pay May bills. Motion carried.

MANAGER'S 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

PATT'S UPDATE: Patt will post on Facebook a reminder to vote on May 16th and will submit a press release. She will write and email our first newsletter. A newsletter should be emailed three times per year.

PATRON COMPUTER CLASS: 4/12 had 4 patrons; 4/24 had 4 patrons; 6/7 class will offer class on organizing photos.

BOOK CLUB: Next book club is 5/31 to discuss *The Bullet that Missed*

TRUSTEE INFORMATION SESSION: Two couples attended on Saturday, 5/13; no attendance on Thursday, 5/11

SIRSI MOBILE STAFF NIOGA WORKSHOP: Library was issued an iPad for mobile book checkout. This might be used at the school or during our summer reading carnival.

LANDSCAPING: Meeting planned for 5/23 @ 5:00 pm to discuss landscape plan.

## GRANTS:

- Family Literacy Grant in the amount of \$367 used to purchase three STEAM kits.
- Adult Literacy Grant in the amount of \$3509 used to purchase over 20 books dealing with such things as disabled children, bipolar disorder, ADHD, etc.
- FFRPL in the amount of \$737.73 used to purchase an assortment of books.

## NEW BUSINESS

NIOGA ANNUAL DINNER: Wednesday, May 17th. Money donated by trustees in the amount of \$100. Lynette Crawford will assemble a basket to be raffled at dinner.

RECHARTER VOTE: 144 *Remember to Vote* postcards were mailed. Additional marketing includes Facebook reminders, posters in local businesses, press releases

TRUSTEE WRITE IN: Discussion about writing in fifth trustee name. The board determined they would have no involvement in a campaign for a write in candidate. Winner of a write-in campaign will begin in June.

SUMMER READING PLANNING UPDATE/DONATIONS: T-shirts have been ordered. Donations are needed for basket giveaway. Lamb Farms donated \$100.

GENESEE COUNTY YOUTH BUREAU FAMILY GAME NIGHT: DWI Coordinator, Teresa Osborne, has invited area libraries to attend a “carnival” night to be held at the Batavia ice arena on 6/2 from 5:00-7:00 pm. We will be in attendance.

TAX EXEMPT STATUS: TBD. With recharter, the library’s attorney will likely set up a new tax ID number as a 5013C.

VOLUNTEER FORMS: Motion by Lynette Crawford with second by Justin Staebell to approve the following library volunteers:

- Joseph Simons
- William Campbell
- Fiona Campbell
- Liam Baker

Motion carried

LIBRARY MANAGER TIME OFF: Motion by Lynette Crawford with second by Justin Staebell to approve Kim Gibson’s time off request: 5/22-5/25 and 5/30. Motion approved.

NEXT MEETING: June 14 @ 6:30 PM

Meeting adjourned at 8:16 PM.