Haxton Memorial Public Library
Board of Trustees Meeting
September 24, 2026

PRESENT: Carol D'Alba, Kim Gibson, Denise DiMatteo, Lynette Crawford, Jessica Baker, Jacqueline Williams

CALL TO ORDER:
Meeting called to order at 6:30 pm

ADOPTION OF THE AGENDA:
Motion by Denise DiMatteo with second by Lynette Crawford to adopt the agenda for September. Motion carried.

APPROVAL OF BOARD MINUTES:
Motion by Denise DiMatteo with second by Jacqueline Williams to approve August 27, 2026 minutes with changes. Motion carried.

TREASURER'S REPORT:
August month-end report shows $58,831.16 in the checking account. $82,351.55 in the savings account. $100,000.00 in certificates of deposit. Motion by Lynette Crawford with second by Jacqueline Williams to accept Treasurer's report/financial report. Motion carried.

APPROVAL OF THE PAYMENT OF THE BILLS:
Bills for September total $11,995.36. Motion by Lynette Crawford with second by Jacqueline Williams to pay September bills. Motion carried.

PUBLIC COMMENTS:
None at this time

OFFICERS' REPORTS:
None at this time.

CORRESPONDENCE:
- Check from Jordyn Torrey Augello Memorial Foundation received
- Check from Oakfield Betterment Committee for utilities usage fee
- Genesee County Funding check came in the mail on 9/17

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.
    - Circulation Report: As submitted by Kim Gibson, Library Manager, and on file at the

library office.

OLD BUSINESS:

- LIBRARY CLERK POSITION: Kim Gibson interviewed job candidates and recommends Julie Kennedy for the position. Motion by Lynette Crawford with second by Jessica Baker to approve the hire of Julie Kennedy for the library clerk position with a start date of 9/14/26. Motion carried.

- SNOW REMOVAL: The village will not plow the parking lot. They assured Carol D'Alba that they will keep the on-street parking spots and sidewalk clear of snow. Kim Gibson received a quote from Fava Brothers for snow removal. She will gather a few more quotes from other vendors.

NEW BUSINESS:

- NYSLRS (LYNETTE): No update at this time.

- CHARITIES BUREAU (REGISTRATION REQUIREMENT TO BE ABLE TO APPLY FOR GRANT, BOARD INFORMATION): The Go Art grant now requires library board members' emails and addresses as part of the application process.

- CHRISTMAS TREES: The library will purchase a tree. She would like to invite the town to place trees on library property this year. She will ask the town for their insurance information for tree placement on library property. Motion by Denise DiMatteo with second by Jacqueline Williams to approve the town placing trees on library property. Motion carried. Motion by Jessica Baker with second by Lynette Crawford to approve a budget of $1000 for the purchase of library Christmas decorations. Motion carried.

ADJOURNMENT:
Motion to adjourn meeting at 7:25 pm by Lynette Crawford with second by Jessica Baker. Motion carried.

NEXT MEETING: October 19, 2026 at 6:30 PM