

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date: January 15, 2026

Time: 4:36 PM

IN ATTENDANCE

Kelly Povero, Stacey Edwards, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

APPROVAL OF MINUTES

Kristin H. motioned to accept the December meeting minutes. Stacey E. seconded. All in favor. Motion carried.

TREASURER'S REPORT

- The Board had questions about the income on the budget line for rentals for real property (which includes rent from the IMMC). These payments were miscoded and will be corrected in the future.
- Operations will be over budget because of the addition of snow removal which was not in our original budget.
- The elevator on the IMMC side of the building is still not operational, and we do not have an estimate for the final cost of repairs. TKE has been on site multiple times and charged for visits. Kelly will be in touch with them for an update.
- Rebekah will attend the February meeting to go over reports with the BoT and answer any questions we might have.

Kristin H. motioned to accept the treasurer's report. Aimee E. seconded. All in favor. Motion carried.

DIRECTOR'S REPORT

General

- Six candidates have submitted applications for the Maintenance Worker position. Kelly will coordinate with Judi to set up interviews.

- Kelly signed an agreement with Clover POS, the same system used by the Montour Falls Library, to accept credit and debit cards. While there are merchant fees involved, we received a good deal, and this will make it easier for patrons to pay for fines and incidentals. Kelly is training on the system before it goes live.
- December was a good month for donations, with a few large donation.

Programs/Events

- Kelly will be attending the Library Advocacy Day in Albany on February 3 with other STLS colleagues.
- Kelly is finalizing waivers and carrying cases—then the Library of Things will be available!
- This season's Cookbook Club series begins on January 27.
- Gary Emerson's second series of "Understanding the American Revolution" begins soon, and there are enough people on the waiting list to do a third.
- The library volunteer party is January 31, 2:00 to 4:00 p.m.

Partnerships

- Kelly will be presenting "Kelly's Art Club" at NYLA's Youth Services Conference.
- Kelly was asked to present about the Library of Things at the NY State Library Assistants Association event in Corning on May 28, 2026.
- The four Schuyler County libraries (Watkins Glen, Hector, Montour Falls, and Odessa) have partnered on a grant-sponsored discussion series of *The Good Lord Bird* by James McBride discussion series. Each library received 10 copies for giveaways. The series is sponsored by the STLS Coordinated Outreach Services Advisory Group (COSAC) grant, organized and written by Karin Thomas at the Odessa Library.
- We are also partnering with Schuyler County libraries for 2026 Saturday Night Pride events. Each library will host three events geared towards teens thirteen to eighteen years old. The goal is to provide ongoing support for LGBTQIA+ students and allies in the community by providing fun activities such as movie nights, trivia, game nights, and more. It will be our first Saturday night event at the library.
- Karen Callanan of Gorges Givers would like to establish a collection to support individuals diagnosed with cancer at the library comprised of books from the American Cancer Association.

Follow-Up

- JG Franzese has completed repairs on the holes in the eaves on Decatur Streets and replaced the door handles and locks on the library side bathrooms.
- Kelly and Stacey are meeting with Barton & Loguidice on Tuesday, January 13th to review their report and findings.
- Kelly and Margaret Lawrence (IMMC) are continuing to work on the joint RFP for cleaning services.

- The policy committee (Kelly, Kristin, and Aimee) will meet February 9th at 12:00

POLICY UPDATES

Financial Control Policy

- Rebekah sent draft Financial Control Policy to Kelly with suggestions. Kelly will incorporate them and distribute via email.

OLD BUSINESS

Construction Aid

- Barton & Loguidice have sent an updated report with completed schematic designs. They are recommending heat pump that reverts to natural gas when temperature gets too cold which is in line with New York state policy. Kelly and Stacey will be meeting with Barton & Loguidice on Tuesday, January 20th to go over the updated report and findings. The next state will be design development. The new design moves from natural gas to electricity. The benefits are increased efficiency and reduced environmental impact but a concern is that utility providers could increase delivery fee for electricity.

Facility Walkthrough

- Amanda will send checklist via email for walkthrough. Kelly and each Trustee will conduct independent walkthrough before February 10th meeting.

NEW BUSINESS

Law Library

Kristin H. is the treasurer of Schuyler County Bar Association. At their last meeting, it came up that there is supposed to be a "law library" at WGPL which is the designated county law library, and as a designated county law library, we must have certain references available. The officers of the association would be happy to work with Kelly to determine the best titles to include and to offer some funding.

Stacey E. though that we had divested our physical law books because online resources replaced them.

Because the law library and online resources are not often used, Kristin H. suggested more outreach to lawyers and laypeople about the need for material / what material might be useful.

Upcoming Business

Kelly will be working on annual reports.

Kelly will be looking at tax cap.

BoT has received draft budget for FY2027 to review.

EXECUTIVE SESSION

None

Stacey E. motioned to adjourn the meeting. Kristin H. seconded. All in favor. Motion carried.

Meeting adjourned at 5:23 PM.

Our next meeting is Tuesday, February 10, 2026 at 4:30 in the library conference room.

Minutes submitted by Aimee Dars Ellis, Secretary

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date:	February 10, 2026
Time:	4:35 PM

IN ATTENDANCE

Kelly Povero, Stacey Edwards, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

Guest: Rebekah Carroll, STATEMENTS Accounting LLC

EDUCATIONAL SESSION WITH REBEKAH CARROLL

4:35-5:35 PM

Board had a Q&A with Rebekah about financial statements so that we understand how to read them better and so they can accurately reflect the library's position. In particular, we discussed

- how to account for multiyear projects, like our HVAC construction or grants that carry over and how to separate the different aspects of the project (engineering, contracting, and construction);
- how to deal with loaning ourselves money from savings to carry us until we receive property tax check from the school district (July – November)—We can put an invoice to the school or put the property taxes as deferred income which will keep the financial statements from having negative balances;
- the difference between reserves vs. board designated funds (reserves must be used for a particular project whereas board designated funds have some flexibility);
- how best to use the memo line on statements;
- how to track petty cash (does it require a signature of recipient—yes, that is best practice);
- that after we've used Quickbooks for a year, we'll be able to see year-over-year comparisons.

At the end of the session, we agreed on the following deliverables:

From Rebekah/STATEMENTS

- Will provide a detailed P&L per month
- Will provide more detailed insurance breakdown
- Will continue to provide balance sheet and P&L
- Will ask Kurt (auditor) how to account for multi-year project budget project on statements
- Will determine how prepaid Travelers invoice for D&L policy (EC Cooper) will appear on statement (since it was for more than one year)

Rebekah would like to be involved in budgeting process to review numbers and ensure we are recording things properly.

From library

- Kelly will check with EC Cooper to see how many years our paid D&L insurance premium covers
- Kelly will send year end (will contact school auditor) reports and grant spreadsheet so Rebekah can figure out year end balances
- We should be more granular in our budgeting process
- Maintenance fund – Board Designated Funds (reconciled every quarter): must have vote for use of funds
- Kelly will look into payroll insurances (our budget might have been too low – 6.6% budgeted, coming in a 9%)
- Kelly will send Rebekah information about what details we want in memo lines

CALL TO ORDER

Meeting called to order at 5:38 PM.

APPROVAL OF MINUTES

Kristin H. motioned to accept the January meeting minutes with two changes (Judi was present and ABA should be change to “Bar Association”). Stacey E. seconded. All in favor. Motion carried.

TREASURER’S REPORT

- Our Southern Tier Library Association cost share will increase from \$15,000 to \$16,000.

Stacey E. motioned to approve the treasurer's report. Amanda P. seconded. All in favor. Motion carried.

DIRECTOR'S REPORT

- Attached
- Kelly will be having back surgery and will be on extended leave.
- Judi R. plans to run for Trustee this May.
- We need to vote on the budget in March.

POLICY UPDATES

Financial Control Policy

Stacey E. motioned to approve. Kristin H. seconded. All in favor. Motion carried.

Policy Subcommittee

The Policy Subcommittee (Kelly, Aimee E., and Kristin H.) met Monday, February 9, 2026 and reviewed the Confidentiality of Records, Library of Things, and Library Owned Device Policies to present to the board at the March meeting.

OLD BUSINESS

Construction Aid

- We discussed the implications of the Watkins Glen electric grid (which is aged and limited) and expected increased in electricity prices in light of the hybrid heat pump and the loads being added in the region. (At the same time, natural gas prices will likely increase as well.)
- Disadvantage of hybrid heat pump is that the system will be twice the cost of natural gas and we will not make up the cost in energy savings in the life of the equipment.
- Kelly believes we can make amendments to our construction aid grant after submission.
- Kelly talked with our state lawmakers and is optimistic they will nominate us for a Bullett Grant.
- Board members will think about this and share by the end of the weekend via email.

Facility Walkthrough

- Postponed to March due to weather.
- We have forms from Amanda P. and Stacey E.

NEW BUSINESS

Fire Inspection

The school district has historically completed the fire inspection for us but has expressed that they no longer want this responsibility. We may need to investigate possible reasons for this and determine alternatives.

EXECUTIVE SESSION

None

Amanda P. motioned to adjourn the meeting. Aimee E. seconded. All in favor. Motion carried.

Meeting adjourned at 6:59 PM.

Our next meeting is Tuesday, March 10, 2026 at 4:30 in the library conference room.

Minutes submitted by Aimee Dars Ellis, Secretary

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date: March 16, 2026

Time: 4:30 PM

IN ATTENDANCE

Kelly Povero, Stacey Edwards, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

CALL TO ORDER

Meeting called to order at 4:39 PM.

APPROVAL OF MINUTES

Kristin H. motioned to accept the February meeting minutes. Stacey E. seconded. All in favor. Motion carried.

TREASURER'S REPORT

- Rebekah Carroll from STATEMENTS completed all of her to-do items stemming from last month's meeting with the exception of finding out how to account for capital project expenditures of the budget. She is in the process of contacting our auditor now.
- The payroll expenses that were unexplained on the new statements were on different lines when the school handled our accounts but do not represent new charges.

Stacey E. motioned to approve the treasurer's report. Kristin H. seconded. All in favor. Motion carried.

DIRECTOR'S REPORT

- Attached
- Flooding in the electrical room required replacement of a hot water tank.

- We discussed the timeline for the library's budget vote. The public hearing at the Board of Education meeting will be April 22. Kelly will be out due to her surgery but will provide a recorded message. Laura will be the go-to employee for voting day (May 12). Hector Library has scheduled volunteers to work, and Kelly will be sending out a request to the WGPL volunteer list.
- We thank the Southern Tier Arts Council for a grant that is helping fund several upcoming programs: Still Life in Watercolor, Needle-Felting Chickens, a beginning embroidery class. We will also have a storytime with Miss Angie.
- Kelly authored an article in the April/May issue of *Life in the Finger Lakes*.
- The library will be closed on April 9 for staff training.
- One of our CDs is approaching maturity.

Stacey E. motioned to give Kelly authority to invest up to \$100,000 in a CD with favorable rates and a term of less than a year. Amanda P. seconded. All in favor. Motion carried.

POLICY UPDATES

We reviewed three policies that had been vetted and presented by the policy subcommittee:

- Library of Things Policy & Borrowing Agreement – Recommendation to condense language to not sound repetitive and reflect the same content on both the Policy and Agreement form.
- Library Owned Devices
- Confidentiality of Library Records old business – Minor changes to wording.

Stacey E recommended that the board adopt these policies with recommended changes. Kristin H. seconded. All in favor. Motion carried.

OLD BUSINESS

Library Budget

Kelly offered two budgets, one a bare-bones budget and one that assumes the Friends of the Watkins Library (FOWL) will dissolve and transfer its remaining bank balance(s) to the WGPL.

We also need to touch base with Brian at Southern Tier Library System (STLS) to find out how to put our HVAC capital project in the budget.

Stacey E. motioned 1) that we accept both the bare-bones budget and the alternative budget assuming FOWL will dissolve and transfer its remaining funds to the library, contingent on both versions incorporating information from STLS regarding the HVAC capital project, and 2) that the budget that reflects the decision made by FOWL's membership regarding dissolution be presented for the library budget vote on May 12. Aimee E. seconded. All in favor. Motion carried.

Construction Aid

- The board decided to move forward with natural gas furnaces rather than hybrid heat pumps for the HVAC capital project.

Stacey E. moved that based on the electrical grid issues in Watkins Glen and the cost differentials between in-kind replacements and heat-pumps, the library replace both the WGPL-side and IMMRC-side HVAC systems with natural gas furnaces. Kristin H. seconded. All in favor. Motion carried.

- Our parking lot needs to be repaved, and we have three basic options depending on how long we want it to last: 1) a superficial treatment, 2) a mid-tier treatment, or 3) a complete rehab (which includes milling down and repaving). Stacey E. does not think a core sampling is worth the time and money. She recommends asking engineers to design full rehab and request bids. If we need to scale back the job based on the bids, we can.

Stacey E. moved that we ask Barton & Loguidice to design full rehab of parking lot to submit for bids. Aimee E. seconded. All in favor. Motion carried.

Building Walkthrough

- Postponed until Kelly has returned from surgery. Aimee E. requested to walk-through with a trustee or employee who is more experienced with aspects of building on checklist. Judi felt this would be helpful as well. Stacey E will train us in using checklist and what to look for.

NEW BUSINESS

Potential Trustee

Tricia Campbell will visit our April meeting. She is a California transplant and retired educator.

IMRRC Lease 2027-2028

The board reviewed the lease and cover letter and agreed to new rental rate. Kelly will send these to the IMRRC.

Self-Service Hours

Stacey E. noted that the Contra Costa County Library in the San Francisco Bay area is offering "Self-Service Sundays" (<https://ccclib.org/self-service-sundays/>). She would like us to explore similar options for opening the WGPL to extend our hours, particularly on Sundays.

EXECUTIVE SESSION

None

Amanda P. motioned to adjourn the meeting. Aimee E. seconded. All in favor. Motion carried.

Meeting adjourned at 5:58 PM.

Our next meeting is Tuesday, April 14, 2026 at 4:30 in the library conference room.

Minutes submitted by Aimee Dars Ellis, Secretary

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date: April 14, 2026

Time: 4:30 PM

IN ATTENDANCE

Kelly Povero, Tricia Campbell, Stacey Edwards, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

CALL TO ORDER

Meeting called to order at 4:35 PM.

INTRODUCTION OF POTENTIAL BOARD MEMBER

Tricia Campbell attended as a guest and potential board member to fulfill the remainder of Stacey E.'s term. Tricia is a retired educator from California. Since she moved to the area, she's been involved in many community projects and is a frequent library visitors, especially with her grandchildren.

APPROVAL OF MINUTES

Kristin H. motioned to accept the March meeting minutes as amended by Stacey E. Amanda seconded. All in favor. Motion carried.

TREASURER'S REPORT

- We are currently under budget overall but some line items are over budget, particularly memberships and plowing services. Kelly has prepared a balance transfer request to move money from accounts with a surplus to those with projected negative balances so that all of the accounts end the fiscal year with a positive balance.
- We need to determine when our next tax return is due. The school filed our previous return, and we will need to have our accountant complete the upcoming return.

Stacey E. motioned to give Kelly approval to make the recommended budgetary transfers. Aimee E. seconded. All in favor. Motion carried.

Stacey E. motioned to approve the Treasurer's Report. Kristin H. seconded. All in favor. Motion carried.

DIRECTOR'S REPORT

- Attached

POLICY UPDATES

- None

OLD BUSINESS

HVAC Project

- Barton & Loguidice is working on a schematic design.

Building Walkthrough

- A building walkthrough is scheduled for Tuesday, May 19, 2026, at 4:30 PM in lieu of a May Board of Trustees meeting. Phil Cherry will be invited due to his role as a maintenance worker for the library.

NEW BUSINESS

Election Law

- New York state passed Election Law 3-11-2 which states that all election authorities must provide elector data to the NY State Board of Elections for a centralized database (<https://law.justia.com/codes/new-york/el/article-3/title-1/3-112/>). Kelly attended a webinar for libraries who must comply with the law. See appendix.

TK Elevator Quote

- TK Elevators has submitted a quote for over \$12,000 for repairing the elevator on the IMMRC side of the building. As this is cost-prohibitive, Kelly is going to

investigate other companies, though there are few who service the area. We also need to investigate alternatives such as a chair lift.

FOWL Status

- The Friends of the Watkins Library executive committee has agreed in theory to dissolve the organization. To comply with their bylaws, they have called a membership meeting on May 12, 2026, to bring the issue of dissolution to a vote. This will leave a gap in fundraising. Because we are a public school district library, we have restrictions on fundraising but are allowed to have a donation button on the website, hold two book sales per year, and conduct capital campaigns.

Capital Projects Subcommittee

- Stacey E. will be resigning from the library board but has agreed to help shepherd the HVAC and other capital projects to conclusion.

Aimee E. motioned to create a Maintenance and Capital Projects subcommittee with Amanda P. as the Board of Trustees liaison. Kristin H. seconded. All in favor. Motion carried.

EXECUTIVE SESSION

None

Kristin H. motioned to adjourn the meeting. Stacey E. seconded. All in favor. Motion carried.

Meeting adjourned at 6:58 PM.

We are not meeting as usual on Tuesday, May 12 due to the library budget vote. Our next meeting will be a walk-through of the building on May 19 at 4:30 PM.

Minutes submitted by Aimee Dars Ellis, Secretary

APPENDIX

Notes from meeting Kelly attended

Presented by Dr John L. Flateau

Voting & Elections Database of New York Act for Library Officials

Election Law 3-112

- Requires election authorities to provide election and voting data to the NYS Board of Elections for publication in a statewide database.
- Election authorities include any local government entity – i.e. school district public libraries
- Data must be transmitted by January 1st after each election, or within ten (10) business days, whichever is later
- Every six months after the effective date, the Board of Elections will determine which election authorities have failed to transmit the required records and publish a list of non-compliant election authorities
- Information for 2026 votes is due to be submitted to the state board by January 1, 2027.

Reporting Requirements

- Election results – Races will include board members, trustees, budget votes, bond acts, capital project votes, off cycle votes, and revotes
- Voter Lists – List should include all eligible voters and voter history for those who voted (Voter history list?)
- Poll Sites - will be required for each election that is held
- District Maps – Maps will also be required; however, the Board will determine if there is an alternate option to obtain maps.

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date:	May 19, 2026
Time:	4:30 PM

IN ATTENDANCE

Kelly Povero, Patricia "Tricia" Campbell, Kristin Hazlitt, Amanda Postma, and Judi Richards

Aimee Dars Ellis - Excused

CALL TO ORDER

Meeting called to order at 4:39PM.

NEW BUSINESS

The Board of Trustees received Stacey Edwards' resignation as a trustee.

Kristin H. moved to appoint Patricia Campbell to fill the vacancy on the Board of Trustees. Seconded by Amanda Postma. All in favor. Motion carried.
Tricia completed Oath of Office.

The Board of Trustees completed an annual facility walkthrough and training session with Stacey Edwards, accompanied by Maintenance Worker Phil Cherry. The Board visited both the interior and exterior of the Watkins Glen Public Library and the International Motor Racing Research Center.

EXECUTIVE SESSION

None

Kristin H. motioned to adjourn the meeting. Amanda P. seconded. All in favor. Motion carried.

Meeting adjourned at 6:24PM.

Our next meeting is June 1, 2026 at 4:30 in the library conference room or virtual.

Minutes submitted by Kelly Povero, Library Director

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date: June 1, 2026

Time: 4:30 PM

IN ATTENDANCE

Kelly Povero, Tricia Campbell, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

CALL TO ORDER

Meeting called to order at 4:41 PM.

APPROVAL OF MINUTES

Kristin H. motioned to accept the April and May meeting minutes. Amanda P. seconded. All in favor. Motion carried.

TREASURER'S REPORT

- Our interest income has been significantly over budget this fiscal year.
- Our Memberships line is over budget. One reason is that NYLA invoiced us in June 2026 and in July 2025 so we paid for the association membership twice this fiscal year.
- The Unassigned Fund Balance is being used for capital expenditures.
 - Statements Accounting had recommendations about renaming this line item for clarity.
 - Tricia C. needs a copy of the minutes with Rebekah's visit to understand some of the accounting issues and terminology.

Aimee E. motioned to approve the Treasurer's Report. Kristin H. seconded. All in favor. Motion carried.

DIRECTOR'S REPORT

- Attached

- Our budget passed with 100% of the votes in favor!
- Next year, we need to provide talking points to Hector library to make sure language is consistent (e.g., they mistakenly thought library budget vote and school budget vote were at the same time).
- We have a year to submit material for the new election law. Kelly is still waiting for information about the submission portal.
- A \$60,000 CD will mature on July 9th. At the point, she will reinvest it.

POLICY UPDATES

- Kelly will look at the strategic plan during her convalescence and provide an update on her return.

OLD BUSINESS

Elevator

- TK Elevator informed Kelly that replacing the elevator on the IMRRC side would take a minimum of \$185,000. Repairs would cost \$12,000 to \$14,000 but TK Elevator cannot guarantee that they will fix the problems we are having.
 - We need to communicate load restrictions to the IMRRC and make sure load limit sign is accurate.

Building Interior Maintenance

- The issue with the bathrooms seems to be related to the water softening system. Sheesley's Plumbing Services has bypassed the system and now the plumbing is working properly.

Building Exterior Maintenance

- Custom Pest Control treated exterior wood for carpenter bees on May 21.
- Kelly met with J&B Painting on May 19. He did not provide a written quote but verbally estimated \$6,600 for supplies and labor which would include power washing the wooden exterior, priming, and painting. Kelly will continue to look for additional quotes.

Judi R. moved to use funds up to \$25,000 from Unassigned lineup to for carpenter bee repair, exterior repair and painting, and elevator repair. Aimee E. seconded. All in favor. Motion carried.

FOWL Status

- FOWL had a formal meeting in April and formally dissolved. They awarded a final FOWL scholarship. Remaining funds of approximately \$17,000 will be donated to the library. FOWL volunteers plan to be active volunteers for the book sale and capital campaigns.

Law Library

- The County Bar Association is close to completing their recommended list of acquisitions.
- Once complete, Kristin H. recommends outreach to Odessa Files, perhaps others, to publicize the Law Library.

NEW BUSINESS

None

EXECUTIVE SESSION

None

Kristin H. motioned to adjourn the meeting. Amanda P. seconded. All in favor. Motion carried.

Meeting adjourned at 6:06 PM.

Next meeting is scheduled for Tuesday, July 14, 2026.

Minutes submitted by Aimee Dars Ellis, Secretary

APPENDIX

Notes from meeting Kelly attended

Presented by Dr John L. Flateau

Voting & Elections Database of New York Act for Library Officials

Election Law 3-112

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- Information for 2026 votes is due to be submitted to the state board by January 1, 2027.

Reporting Requirements

- Election results – Races will include board members, trustees, budget votes, bond acts, capital project votes, off cycle votes, and revotes
- Voter Lists – List should include all eligible voters and voter history for those who voted (Voter history list?)
- Poll Sites - will be required for each election that is held
- District Maps – Maps will also be required; however, the Board will determine if there is an alternate option to obtain maps.

WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date:	June 1, 2026
Time:	4:30 PM

IN ATTENDANCE

Kelly Povero, Tricia Campbell, Aimee Dars Ellis, Kristin Hazlitt, Amanda Postma, and Judi Richards.

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WATKINS GLEN PUBLIC LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Date: August 11, 2026

Time: 4:30 PM

IN ATTENDANCE

Kelly Povero, Tricia Campbell, Aimee Dars Ellis, Kristin Hazlitt, and Judi Richards. Amanda P. attended via Zoom.

CALL TO ORDER

Meeting called to order at 4:40 PM.

APPROVAL OF MINUTES

Kristin H. motioned to accept the June meeting minutes. Tricia C. seconded. All in favor. Motion carried.

TREASURER'S REPORT

- Kelly did a preliminary audit of end-of-year financials; all signs pointed to financial health without red flags. While there was a caution due to a downward trend in revenue, that can be explained by the timing of funding receipts and payments. For example, due to Kelly's medical leave, the July/August IMMRC rent was just deposited.
- We will discuss financial documents in detail next month, after Kelly meets with Rebekah from Statements to go over year-end reports.
- Any payments besides payroll that arrive after June 30 will be applied to the next fiscal year.
- The \$60,000 CD that matured was reinvested at a 4.3% rate.

DIRECTOR'S REPORT

- Attached

POLICY UPDATES

- Update on progress of strategic plan will be provided at the September board meeting.

OLD BUSINESS

Elevator

- TK Elevator made repairs to elevator on IMRRC side of the building. IMRRC has been instructed to use the elevator daily. So far, it is working!

Building Maintenance

- Stacey and Kelly met with Barton & Loguidice. They plan to submit the schematic design by the end of August.
- Kelly submitted the construction aid grant for the parking lot. The estimate is \$60,000 which makes us eligible for a 75% match.
- Perfect Cut will fill up the potholes in the lot as a temporary solution.

IMRRC Lease

- Margaret (Executive Director) wanted more information regarding reasons for increased rent. Kelly replied by email.

Law Library

- Kristin H. brought donations from the Schuyler County Bar Association as well as from the County Court. The former's donation is larger this year since it is their first; they plan to make smaller yearly donations in the future. Macy will be organizing donated books. Kristin H. offered help if needed. Once complete, we need to submit press release to Odessa Files and perhaps other local publications.

NEW BUSINESS

Election of Officers

Kristin H. motioned that we elect same slate of officers as last year (Judi R. as President, Kristin H. as Vice-President, Amanda P. as Finance Officer, and Aimee E. as Secretary). Tricia C. seconded. All in favor. Motion carried.

Reading therapy dog Mr. Green Jeans passed away. Kids in the library program will create card to send.

Kelly plans to install security cameras with a few of the circulation desk since staff and volunteers have suspected that patrons have tried to come behind desk. We will need to create a policy regarding the use of the cameras.

Kelly will ask Brian from STLS to come to board meeting at the beginning of 2027 to train board in capital campaigns.

Next week (August 16th) is Kelly's fifth anniversary with WGPL! Congratulations. We appreciate all you do, Kelly.

EXECUTIVE SESSION

None

Aimee E. motioned to adjourn the meeting. Kristin H. seconded. All in favor. Motion carried.

Meeting adjourned at 5:52 PM.

Next meeting is scheduled for Tuesday, September 8, 2026.

Minutes submitted by Aimee Dars Ellis, Secretary