**Hornell Public Library Board of Trustees meeting minutes for Tuesday Oct. 2022**

**Present:** Norm Ellis (President), Joe Liberto (CFO), Denise Chilson (Director), Pat Moore, Garrett McGowan, Kate Santelli, Michael McCumisky, Holly Hogan

**Absent/Excused:** Gary Kelleher (Secretary), Alex Hoffman

**Call to Order:** Norm 5pm

**Motion to approve Secretary’s minutes** from 9/20 made by Garrett, 2nd Mike, all approved.

**Director’s Report:** Upcoming programing for Halloween: Spooky Stories, Friends of the HPL will be handing out candy Monday Oct. 31. December 10: HPL, HCS and Pro Action collaboration “A Book for Every Bed.” Parents can choose and wrap a book while their children attend story hour and do holiday themed activities. Andy Gibb (HCS teacher) will be leading story hour in costume.

Ideas to expand patron attendance: Genealogy 101, Knitting, stained glass program (in keeping with 2022 being the year of glass).

**Finance Committee:** Finances in good standing. Motion to pay monthly bills made by Joe, 2nd Pat, all approved. Motion to transfer additional funds from city savings and checking to electronics materials and services fund (Ed’s computer service) made by Joe, 2nd Mike, all approved.

Energy expense comparison for last 3 months compared to same time last year shows natural gas expenses are down, even with the price of natural gas rising significantly. Electric was about the same.

**Committee Reports:** Holly Hogan was assigned to the outreach committee.

**Personnel Committee:** Motion to move to executive session to discuss Director’s Annual Review made by Joe, 2ns Garrett. Motion to leave executive session made by Joe, 2nd Kate.

Discussed very positive annual review with Denise. Motion to approve a 4% raise and make it retroactive to her 1-year anniversary with the HPL, Sept 13,2022 made by Joe, 2nd Garrett, all approved. Annual salary up $2,080 to 54,080 Annually.

**Building Committee:** Christine Barron’s office may need ceiling tiles replaced. Some shelving was hung to improve the space. Need to speak to Ed (Ed’s computer repair) about containing all the wires in a central organized location.

Parking lot repave update: We are on their list, but they may not be able to get to us before the weather turns.

**Friends of the Library (Friends**): No representative present. Next meeting this Friday, October 21 and decorating for “spooky stories” and planting bulbs in Sharon Wirth’s memory Saturday, October 22.

**Outreach committee:** Need to deliver Homebound book flyers to Hornell area churches, community centers, and local charity organizations. Also publish flyer in the Hornell Sun.

Tool shed update: Rakes, set of 5 will be available, also birding kits and Road trip kits (jumper cables etc.).

**Old Business:** Discussion about an electric sign out front of library. Joe will look inti this further.

**New Business:** Proposed changing meeting time to something more convenient. Decided 3rd Tuesday at 5pm still works best.

Addition to library: Get someone in to discuss potential layout then get drawling and quotes if decide to pursue. Jan 1 tentative goal for plans.

Motion to adjourn 6:07pm made Joe, 2nd Garrett