

Library Meeting Minutes
Tuesday, 6/20/23

Attended at Hornell Public Library:

Garrett McGowan – BOT President
Mike McCumiskey – BOT Vice President
Joe Liberto – BOT Chief Finance Officer
Gary Kelleher – BOT Secretary
Norm Ellis
Pat Moore
Kate Santelli
Alex Hoffman
Denise Chilson (Director)

Submitted by G. Kelleher

Absent / Excused:

Holly Hogan

Regular meeting called to order at 4:59pm

Secretary's Minutes:

1. Motion made to approve May's minutes by Norm, seconded by Pat. Approved unanimously.

Director's Report:

1. For all Library updates, please see the Director's Report.
2. Denise drew the Board's attention to the Monthly Patron statistics in her report, citing the increase from 846 total patrons in May 2021, to 1,581 patrons in May 2022 and now 2,147 patrons in May 2023.
3. Denise reported that the staff has attended multiple workshops and trainings over the past month, including:
 - a. 5/9 – Spring CE in Corning, which the Library closed because of to facilitate any willing staff to attend. Denise said it was a very successful day!
 - b. 5/10 – Improve Your Grant Writing
 - c. 5/17 – ILS Meeting
 - d. 5/19 – FRIENDS
 - e. D.A.C. Meeting hosted by the Hornell Public Library with 11 directors in attendance.
4. Please see the calendar of Events on the next page for upcoming points of interest at the H.P.L.:

July

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 9:30 AM – Homebound Books Delivery
2	3 5 PM – 7 PM: Crochet for Beginners	4 Closed for Independence Day	5 THE START OF SUMMER READING! 1 PM: The Bubble Man @ CAC 11 AM: Senior Tech	6 2 PM: Knitting with Nesi 5 PM: Let's Kit Together 6 PM – 7 PM: Chess Lessons 7PM – 9 PM: Open Chess	7	8 10 AM: Hornell Steamers Story Time @ Steamer's Stadium
9	10 1 PM: Chalk Art 5 PM: Monday Movies - Madagascar 5 PM – 7 PM: Crochet for Beginners	11 1 PM: Snitch the K9 Story Time 6 PM: Book Club	12 11 AM: Senior Tech Hour 1 – 4 PM: Wii Game Day	13 1:30 PM: Wildlife Rockstars @ NHCC 6 PM – 7 PM: Chess Lessons 7PM – 9 PM: Open Chess	14	15 10 AM: DEC Fishing Story Time
16	17 1 PM: Balloon Globes 5 PM: Monday Movies – The Bee Movie 5 PM – 7 PM: Crochet for Beginners	18 1 PM: Storytime & Tour of the Post Office 5 PM: Board of Trustees Meeting	19 11 AM: Senior Tech Hour 1 – 4 PM: Board Game Day 6 PM: Community Bike Ride	20 1 PM: The Amazing World of Bees with Peter Sieling 2 PM: Knitting with Nesi 6 PM – 7 PM: Chess Lessons 7PM – 9 PM: Open Chess	21 5:30 PM: Friends of HPL Meeting	22 10 AM: Story Time
23	24 1 PM: Chalk Art 5 PM: Monday Movies – Charlotte's Web 5 PM – 7 PM: Crochet for Beginners	25 1 PM: A Guiding Eyes Story Time	26 11 AM: Senior Tech Hour 1 – 4 PM: Wii Game Day 6 PM: Community Bike Ride	27 1 PM: Benjamin Berry @ NHCC 2 PM: Knitting with Nesi 6 PM – 7 PM: Chess Lessons 7PM – 9 PM: Open Chess	28	29 10 AM: Story Time 10:30 AM – 12 PM: Wayland Paranormal HPL Investigation Presentation @ CAC
30	31 1 PM: Salt Dough Maps 5 PM: Monday Movies – The Jungle Book				NHCC = New Hope Community Center	CAC = Hornell Community Arts Center

5. The tax cap override vote was successful on 5/16 – thank you to all who supported the Library!
6. Denise reported that the P.L.A. Grant was funded in the amount of \$6,000!
7. The first part of the N.Y.S. Construction Aid Grant has been submitted to S.T.L.S.
8. Denise reported that she has conducted more tours than she can recall to Hornell City School District students, grades pre-K through 8, totaling over 800 students! Denise indicated she plans to send a letter to Superintendent Palotti thanking him for his support in this effort.
9. Denise cited that the “Wayland Paranormal Investigators” performed an investigation on 5/20 and, due to a large following, will be announcing their findings in a presentation on July 29th at 10:30am at the Community Arts Center.
10. Thursday night Chess Club”, held from 6:00pm to 9:00pm, is going strong. It is currently averaging 9 to 16 people per night. The next tournament will be held on July 22nd, 2023!
11. “Excel for Beginners” was held on 5/24 with Ed Flaitz and Vanessa
12. The Library had Friends at the Wildflower Festival on 5/27.
13. Denise reported that the Library just participated in “Baseball and Books” on 6/17 with the H.C.S.D. and ProAction Family Resource Center.

14. Jo Ann Argentieri submitted a letter of resignation dated June 9th, 2023. As a result, the following motion was made:
Resolution made by Garrett, seconded by Norm, to accept the letter of resignation of Jo Ann Argentieri. Approved unanimously.
15. Due to the high number of library cards being issued, Denise requested that about 1,000 new cards should be ordered, costing about \$550. The Board agreed that this would be money well spent and approved the request. A discussion was then held on how to handle lost cards. The Board, along with the Director, agreed that a donation for a new card would be requested, rather than a mandatory fee.
16. Local residents have been parking in the Library lot. Denise reported that this situation has been resolved, with new signs up warning that the lot is for patrons only and unauthorized parking would result in the vehicle being towed.
17. Denise reported that the Library now has access to passes to the Buffalo Zoo, which patrons can take out. Additionally, two new Empire Passes, allowing admission to N.Y.S. parks, are on the way. Other passes to other locations are possibly in the works as well!
18. Denise reported that the Library is all set to begin taking a cart of books, via the HAT Bus, to Elderwood. A computer or tablet would be brought along to check out books to Elderwood residents. The cost for HAT transportation would be \$12 per month. Pat brought up the idea that the Hornell Common Council might be willing to give the H.P.L. a pass. Denise stated she would go to a Common Council Meeting to request said pass...

Financial Officer's Report:

1. Joe reported that all accounts are healthy, with multiple accounts having significantly more funds available than at this same time last year (i.e. City Savings Account, Library Checking Accounts, etc...). This is in part on account of an increase in donations to the Library, which have been steadily coming in all year. Joe also noted, while going through his report, that Total Operating Expenses are up for the month of May 2023, but that's on account of all the great summer programing in the works and is easily absorbed by increased revenue.
2. *Motion made by Joe, seconded by Garrett, to pay the Library's bills. Approved unanimously.*
3. *Motion made by Norm, seconded by Pat, to accept the following Resolution:*
Resolution to pay an overcharge to the City of Hornell of \$596.53 for Dental and Vision insurance. Approved unanimously.
4. Norm had a question on \$1,500 spent on new tool shed supplies. Denise explained that this cost included the purchase of a GoPro, a post driver and an electric screwdriver with bits, among other things. Denise said a full rundown of these purchases could be available upon request, which the Board agreed was not necessary. Garrett added that it would be awesome to have a posted inventory of all Tool Shed items somewhere in the Library itself.
5. Norm had a question on Library hours and possible changes. This led to a discussion on changing the Library's hours to 10:00am to 2:00pm on Saturdays and opening at

9:00am on Wednesdays. Denise shared that the staff would be open to these changes. The Board agreed that it was a good idea and we should go ahead with it...

6. A discussion was then held on staff morale, to which Denise answered that things have been improving.

Finance Committee Report:

1. N/A

Personnel Committee Report:

1. N/A

Building Committee Report:

1. A discussion was held on the need for additional cameras, which had been discussed at previous Board meetings, for both patron and employee protection. Denise shared that both cameras and a keyless entry system are included in the Construction Aid Grant.
2. Denise also reported that Mitch Cornish suggested the Library get a new water fountain with a filtered bottle refill station.
3. The parking lot is much better and is now only pooling in one small area, which shouldn't be an issue.
4. Norm asked about a lock box for keys, which Denise shared would not be covered by the Construction Aid Grant. The Board agreed that this would be money well spent, so the following motion was made by Garrett, seconded by Alex:
Resolution to buy a lockbox for Library keys. Approved unanimously.
5. Norm asked when documentation for last years' Construction Aid Grant needed to be submitted. Denise stated that, to her knowledge, we are all set and everything has been submitted.

Friends of the Library Report:

1. Denise reported that Friends would be meeting again soon and she is actively working to get more people involved with the Friends organization. Denise also cited that she is working on networking with the Canisteo Community Outreach Committee, which is a great organization and has great meetings!
2. Brittany went to the Hornell Wildflower Festival, as well as the Elks Lodge, setting up a table at both venues!

Outreach Committee Report:

1. Gary shared that Homebound books now has four patrons and has been receiving positive feedback!
2. Gary reiterated that Elderwood Delivery is now "a go", as previously cited by Denise.
3. Gary cited that the Committee's primary objective moving into the next school year is to increase communication and information dissemination to our local schools.
4. Finally, Gary reported that LOGO Print is making six yard signs to help publicize the Summer Reading Program. They should be done and going up soon around town. Denise then shared that Mitch Cornish indicated that, if available, the Library would be able to use an extra electronic road sign to also publicize the Program, along with

possibly other Library events. Finally, info will be on the City's website and Facebook page regarding the Summer Reading Program as well.

Old Business:

1. The motion below was made by Joe, seconded by Garrett. Approved unanimously.

Hornell Public Library
Corporate Resolution Regarding Banking Account Transactions

BE IT RESOLVED, that the President, _____,
Vice President, _____,
Secretary, _____, and
Treasurer, _____, or
any one of them acting individually, are hereby authorized to sign,
authorize transactions, direct distributions and obtain any information
relating to the bank and investment accounts maintained at banking
institutions now or hereafter registered in the name of the Corporation,
effective 6/6/2023.

We, the undersigned hereby certify that the foregoing is a true and
complete copy of a resolution duly adopted by the officers of the said
corporation at a meeting duly held on the 6 day of June 2023,
at which a quorum was present and voting throughout, and that same has
not been repealed or amended, and remains in full force and effect and
does not conflict with the by-laws of said corporation.

Date 6/6/2023 X _____
President
Date 6/6/2023 X _____
Vice President
Date 6/6/2023 X _____
Secretary
Date 6/6/2023 X _____
Treasurer

New Business:

1. A discussion was held regarding the fact that the Bylaws do not require a meeting of the Board of Trustees over the summer months (July and August). As a result, the next Board meeting will be on 9/19/23. Joe indicated that he can simply send the Financial Report electronically, and the Board agreed that any other vital communications should also be conducted electronically via email.

The next Board meeting will be on Tuesday, September 19th at 5:00pm in the Library Conference Room.

Motion made to adjourn at 5:38pm. Moved by Norm, seconded by Garrett. Approved unanimously.