

HORNELL PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
AGENDA Tuesday, 18 November 2025 @ 5:30 PM*

CALL TO ORDER GARRETT

SECRETARY'S MINUTES – GARY

DIRECTOR'S REPORT – Denise

FINANCIAL OFFICER'S REPORT - JOE

COMMITTEE REPORTS:

- **FINANCE COMMITTEE – JOE and MIKE**
 - Budget
 - Cosac Grant – Partially funded
 - DEI Micro Grant- Fully funded
- **PERSONNEL COMMITTEE HOLLY and GARRETT**
 - January 1 request for COLA and PT position
- **BUILDING COMMITTEE – DAN, MIKE and ALEX**
- **FRIENDS OF THE LIBRARY – NANCY**
 - Friends said NO to ILA for translation...Can we use Board Funds?
- **OUTREACH COMMITTEE - NANCY GARY DAN HOLLY and TONYA**

Book On Every Bed-December 13th Sound set up for Andy Gibbs and Jenn for holiday songs Confirm-DAN?
- **POLICY COMMITTEE – GARY and ALEX**
 - Local History Collection Management Policy
 - Emergency Closure Policy- Staff is working on Procedure Flow Chart
- **HISTORY ROOM AD-HOC COMMITTEE – GARY, HOLLY and TONYA**
 - Progress report
 - Extra microfilm reader sent to Canisteo Historical Society

OLD BUSINESS

Holiday Party with Board, Staff, Friends and Volunteers

Holiday Decorating

December 5th 5:30 to 7:30

Order Cheese/Crackers, Fruit, Cookies, Dish to pass? BYOB?

NEW BUSINESS

10-15 minutes discuss meeting at City Hall

10 minutes Review Strategic Plan and decide next step

10 minutes Fill out Evaluation of 5-Year Plan (Not Gary, Holly or Nancy!)

ADJOURNMENT

NEXT MEETING: 16 December 2025

Scheduled Meetings:

December	12/16/2025	5:30 PM	Hand-Saxon Room
January	01/20/2026	5:30 PM	Hand-Saxon Room
February	02/17/2026	5:30 PM	Hand-Saxon Room
March	03/17/2026	5:30 PM	Hand-Saxon Room
April	04/21/2026	5:30 PM	Hand-Saxon Room
May	05/19/2026	5:30 PM	Hand-Saxon Room
June	06/16/2026	5:30 PM	Hand-Saxon Room

****If you are unable to attend a scheduled Board Meeting, please contact the Board President as soon as possible. Meetings are held the third Tuesday of every month, September through June at 5:30 PM in the Hand-Saxon Room***