

Library Meeting Minutes
Tuesday, 2/17/2026

Attended at Hornell Public Library:

Submitted by G. Kelleher

Garrett McGowan – BOT President
Mike McCumiskey – BOT Vice President
Joe Liberto – BOT Chief Finance Officer
Gary Kelleher – BOT Secretary
Alex Hoffman
Nancy Countryman
Dan Hausman
Tonya Cornish
Denise Chilson – Director
Timberly Shepard – President, Friends of the Library
Pat Moore

Excused:

Holly Hogan

Regular meeting called to order at 5:30pm

Secretary's Minutes:

1. *Motion made to approve January's minutes by Garrett, seconded by Joe. Approved unanimously.*

Director's Report:

1. For the full Director's Report, see Appendix A.
2. Denise shared that planning is ongoing for the Library's 115th Anniversary / "Birthday" event in August. Anyone interested in helping or participating in any way, please let Denise know.
3. Denise discussed updates / changes to the Annual Report of the Hornell Public Library. At this point, it mainly revolves around figuring out NYS' preferred format.
4. Denise reported that circulation is on par with previous years, with a noticeable jump in patrons using Kanopy.
5. There have been lots of staff trainings and meetings, too many to cite individually in the Director's Report.
6. Jasmine attended Library Advocacy Day, which aims to bring attention to the need to at least continue current funding for public libraries throughout the state.

Financial Officer's / Financial Committee's Report:

1. For the full Financial Report, see Appendix B.
2. Joe reported that City Accounts balances are all healthy. Additionally, accounts are all up, which can be used for daily operating expenditures. Joe also stated that he is pleased with dividends and returns from our investments!
3. Joe shared that the bills are down for the month, with the operating expenses for the month of February, 2026 being \$28,220.86.

4. *Motion made by Joe, seconded by Tonya, to pay the Library's bills for the month.*
Approved unanimously.

Personnel Committee Report:

1. Garrett spoke on the Director's Evaluation, which was overall extremely positive, with all six Trustees who returned the evaluation most approving of the general direction the Library is going!
2. Joe brought up a discussion on giving Denise a raise.
Motion made by Joe, seconded by Dan, to increase Denise's annual salary from \$67,080 to \$70,000. Approved unanimously.

Building Committee Report:

1. Brief discussion on issues with the building. Weather stripping on some of the doors is in need of improvement. The hot water tank in the women's bathroom has been fixed. Blinds have been hung.

Friends of the Library Report:

1. For the full Financial Report, see Appendix C.
2. Nancy shared that Friends had a very productive meeting this month. She then introduced Timberly Shepard, the new President of the Friends.
3. Timberly discussed her long- and short-term goals for Friends, and also disseminated posters for the Trustees to hang.
4. Garrett shared with Timberly some of the brainstorming ideas the Board had regarding ways Friends could potentially help fundraise (i.e. reaching out to Racalto's regarding their monthly fundraising beneficiaries, Spaghetti Dinner at The Main Place, etc...).
5. Gary responded to the item brought up at the recent Friends meeting regarding having Hornell H.S. students (N.H.S., Seniors, etc...) assist Friends with volunteer hours. Gary stated that Friends simply need to reach out to him and he would assist in whatever way he could.

Outreach Committee Report:

1. Dan spoke briefly on further steps taken to do a podcast, either on Tuesdays or Sundays, focusing on the Thacher History room as a starting point.
2. The Book Drive is wrapping up this week, with Denise sharing that there's been more than enough books donated / collected to fill Norm's three shelves! Thanks again to Norm and all others who helped make this a reality!

Policy Committee Report:

1. N/A

Ad-hoc Archival Report:

1. Gary shared that work in the Thacher Room is a work in progress, with the next steps being to remove items that have been determined by the Committee to not meet the Vision Statement for the Thacher Room, as well as acquire more archival supplies and start sorting items for long-term organization.

Old Business:

1. Mike needs to be officially added as a signatory on the checking account. Denise is going to send out a couple dates when Joe, Mike and her can go to finalize this banking.
2. Denise asked if we could have a debit card for the checking account – yes!

New Business:

1. N/A

The next Board meeting will be on Tuesday, March 17th at 5:30pm in the Hand-Saxon Room.

Motion made to adjourn at 6:36 by Garrett, seconded by Tonya. Approved unanimously.

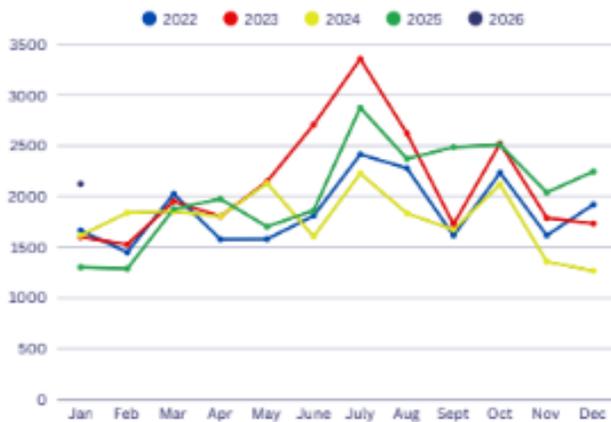
*****If you are unable to attend a scheduled Board Meeting, please contact the Board President as soon as possible. Meetings are held the third Tuesday of every month, September through June.*****

Hornell Public Library

FEBRUARY 2026 DIRECTOR'S REPORT
SUBMITTED BY DENISE CHILSON, DIRECTOR



Patron Visits



PATRON NUMBERS

For the month of January, we entered **8** new library cards.

We had **2,125** patrons visit the Library in January.

39

Onsite Programs

252

Onsite Program Attendees

0*

Outreach Visits

0*

Outreach Attendees

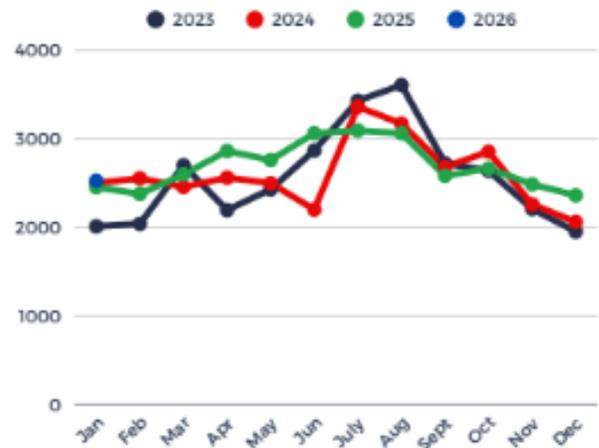
*Inclement weather had to reschedule

UPDATES!

- Updated Fiscal Policies
- 115th Birthday Party Planning
- Multicultural Hub
- Changes to the Annual Report



Circulation



2366

Items checked out in December

708

eBooks checked out in December

195

Public computer sessions in December

5 & 3

Kanopy & Mango in December

238 & 647

Holds Filled/Received in December

747

Visits to website in December

2530

Items checked out in January

771

eBooks checked out in January

175

Public computer sessions in January

41 & 2

Kanopy & Mango in January

293 & 747

Holds Filled/Received in January

1050

Visits to website in January

Staff Trainings/Meetings

- Healthy NY
- Library Advocacy Day
- DAC

Board/Director To-Do List:

- Get Policies Signed...Garrett
- Interested in BDay Party Planning?
-

Upcoming Programs!

- Check out upcoming programs in the monthly newsletter!



**Advocate for Libraries
January 2026**



**Playdate with a Book Bundle
February 2026**



**Three Free Kids Bookshelves Built
by Norm Ellis to be Put into the
Community
February 2025**



**Mandarin Story-Time with
Jay Haung-Racalto
February 2026**



**\$10,000 Check from the
Carnegie Corporation of
New York
February 2026**

Appendix B:

HORNELL PUBLIC LIBRARY FINANCIAL REPORT
February 17, 2026

REVENUE

City Balances

Checking	\$ 3,609.79(est.)
Savings	\$300,787.01(est.)
Capital	\$ 35,473.33

Library Checking Accounts

Board Checking Account	\$ 33,882.20
Conderman Account	\$ 49,892.05

Maple City Bank Account

Savings	\$ 63,472.98
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Quarterly Trust/Special Funds

Conderman Trust	\$ 264,703.90 (Annual interest income: (\$11,616.58))
Board Trust Fund	\$ 395,051.15 (Annual interest income: (\$14,099))
Saxon Endowment	\$ 18,404.12
Mary Beth Smith Fund	\$ 10,000 moved to savings

DEBITS

Bills Applied Against Board Checking Account

Bldg. supplies, books, prog. Supplies, bookmobile Supplies, training, membership dues, legal services	\$ 5,238.13
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Bills Applied to Conderman Checking Account

Spectator subscription	\$ 72.00
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Total Both Checking Accounts \$ 5,310.13

Total Operating Expenses:	Feb 2026	\$28,220.86
	Jan 2026	\$55,913.93
	Dec 2025	\$24,979.69(\$28,491 retirement payment applied to Jan expenses)
	Nov 2025	\$35,855.72
	Oct 2025	\$23,180.44
	Sep 2025	\$24,438.56
	Aug 2025	\$25,379.61
	July 2025	\$26,013.09
	May 2025	\$41,585.40

Apr	2025	\$32,749.94
Mar	2025	\$35,698.58
Feb	2025	\$55,540.00(STLS \$17,511.00)
Jan	2025	\$48,315.00(NYS RET \$19,678.00)
Dec	2024	\$30,890.76
Nov	2024	\$38,148.23
Oct	2024	\$25,084.33
Sept	2024	\$26,282.34
Aug	2024	\$35,199.27
Jul	2024	\$28,589.86
June	2024	\$35,936.47
May	2024	\$23,107.24
Apr	2024	\$33,754.74
Mar	2024	\$43,242.46(STLS \$16,725.00)
Feb	2024	\$24,902.15
Jan	2024	\$36,309.39

Appendix C:

Feb 3, Friends of the Library Meeting

Present: Timberly Shepard - President

Jax Holt - VP, Diane Lisi - Secretary, Brittany Stevens - Treasurer

Mr. Parks, Joe Flansburg, Landon Chaffe, Tommy

Val Whitehill via telephone, Denise Chilson, Nancy Countryman

Brittany Reviewed Bank accounts

- Renewed CD for 6 months at \$ 3.39 % Balance \$ 5,127.86
- Maple City Account \$ 421.03 Balance
- Serve You \$ 4250.26

- Friends will be removing prior treasurer from bank accounts and Add Jax. Jax and Brittany will have bank access.
- Denise announced to the group that the Library is in the process of decoupling from the City of Hornell. She provided detailed process and explanation for moving in this direction and the need for a tighter finance policy and that the Library is supposed to be the custodian of the tax levy. She also relayed that they have selected a Wellsville Accountant and expect the new process to go live April 1, 2026 & this process will also have to be presented to the City Council.
- Advised group that March 27 is our Library's 115th Birthday and our discussion and planning for that event, which will be held in August.
- In addition this year is the City of Hornell's 250th Anniversary. We are in planning stages of participating and possible events -
- Denise mentioned that she would like to work with Mike Sexsmith to plan a Bicycle Rodeo - have a community bike ride, and raffle a bicycle. - Friends could assist with coordinating , help coordinate teaching bike safety and rules of the road, help get water bottles from the community, helmets.
- Jax updated they have had 2 attendees at both the Jan 4 and Feb 1 Trivia night events. and have received \$ 20.00 . Denise will send an announcement to other libraries advising of Trivia night focus to benefit our library.
- Jax provided updates regarding revisions and access to the Friends FB Page
- Group reviewed future pending city events - St. Patricks Day, Spotlight Theatre Book Club event, Thursday at the Park, Wildflower Festival. al relayed parade will be longer and will initiate from the Hornell High School.
- Jax inquired about volunteers to assist Friends and Library from the high school - and Denise indicated that Gary Kelleher might be a resource with his involvement with National Honor Society - potential for the Youth Advisory Board participation.
- Timberly provided update when the Friend's and obtaining information to transfer the Zoom yearly Subscription for \$ 6.00 per month. Timberly indicated seeing future Meetings via zoom .
- Denise advised that she will be including Friends with the Library Certificate of Insurance