

Library Meeting Minutes
Tuesday, 3/17/2026

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
Holly Hogan
Dan Hausman
Tonya Cornish
Denise Chilson – Director

Excused:

Nancy Countryman

Regular meeting called to order at 5:32pm

Secretary's Minutes:

1. *Motion made to approve both February 17th's minutes, as well as our special meeting minutes on March 10th, by Garrett, seconded by Mike. Approved unanimously.*

Director's Report:

1. For the full Director's Report, see Appendix A.
2. Garrett recommended that moving forward, Board members look at the Director's Report, which is sent electronically, in advance of our meetings. That way, questions alone can be addressed and time can be saved for other pertinent Board business.
3. Denise pointed out that, per her report, patron visits are up several hundred from past years.

Financial Officer's / Financial Committee's Report:

1. For the full Financial Report, see Appendix B.
2. Joe reported that everything looks good, with City Balances right where they should be. Also, the Library Checking Accounts are well over \$90,000 combined, much higher than in past years. Finally, Joe commented that the switch to Maple City Savings has benefited the Library greatly, as dividends from those investments are significantly higher than before.
3. *Motion made by Mike, seconded by Holly, to pay the Library's bills for the month. Approved unanimously.*
4. Discussion was then held regarding Denise's response to the City's letter / questions on the pending separation. The Board thought her responses looked good and approved the letter be sent first thing on Wednesday.

Personnel Committee Report:

1. The following resolution was made by Gary, seconded by Holly:

RESOLVED, that the Hornell Public Library Board of Trustees acknowledges that no written agreements exist regarding health, dental, or vision benefits for retirees. Nonetheless, the Board authorizes the continuation of benefits for the two current retirees, Lenis White and Alice Taychert, consistent with past practice and the terms outlined in these minutes.

FURTHER RESOLVED, that the Library retains sole discretion to select the medical, dental, and vision plans offered. Retirees may accept the coverage provided or decline and arrange their own insurance independently, thereby forfeiting any Library contribution.

FURTHER RESOLVED, that benefits for future retirees shall be determined at a later date, including eligibility requirements (years of service, retirement age) and the percentage of Library contribution, subject to budgetary capacity.

Approved unanimously. See Appendix C for full Health Insurance Benefits information, including letters to the retirees.

Building Committee Report:

1. Denise shared that a chair in the Saxon-Hand Room needs repair, and a couple radiator covers have come off and need repairing as well. The Committee is on it!

Friends of the Library Report:

1. For Nancy's full Friends Report, see Appendix D.

Outreach Committee Report:

1. N/A

Policy Committee Report:

1. The following resolutions were made by Gary, seconded by Joe:

RESOLUTION OF THE BOARD OF TRUSTEES HORNELL PUBLIC LIBRARY

RE: Authorized Signatories on Bank Accounts

DATE: March 17, 2026

WHEREAS, the Hornell Public Library maintains a money market account and a checking account at Maple City Savings Bank, Hornell, New York; and

WHEREAS, the Board of Trustees deems it necessary to designate authorized signatories for said accounts;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Hornell Public Library hereby designates the following individuals as authorized signatories on the Hornell Public Library money market account and checking account held at Maple City Savings Bank, Hornell, New York:

- Denise Chilson-Cline
- Joseph Liberto
- Michael McCumiskey
- Lori Bokan

BE IT FURTHER RESOLVED, that the above-named individuals are authorized to conduct banking transactions, including but not limited to deposits, withdrawals, transfers, and the signing of checks, on behalf of the Hornell Public Library; and

BE IT FURTHER RESOLVED, that the Library Director and/or Board President are authorized to execute any documents required by Maple City Savings Bank to affect this designation.

RESOLUTION OF THE BOARD OF TRUSTEES HORNELL PUBLIC LIBRARY

RE: Removal of Signatory from Bank Accounts

DATE: March 17, 2026

WHEREAS, the Hornell Public Library maintains accounts at Maple City Savings Bank, Hornell, New York; and

WHEREAS, Norm Ellis, a retired member of the Board of Trustees, is currently listed as an authorized signatory on said accounts; and

WHEREAS, Mr. Ellis is no longer serving on the Board of Trustees and therefore should no longer have signatory authority on Library accounts;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Hornell Public Library hereby removes Norm Ellis as an authorized signatory on all Hornell Public Library accounts held at Maple City Savings Bank, Hornell, New York, effective immediately; and

BE IT FURTHER RESOLVED, that the Library Director and/or Board President are authorized to execute any documents required by Maple City Savings Bank to effect this change.

Approved unanimously.

Ad-hoc Archival Report:

1. Gary shared that significant progress has been made regarding the Thacher History Room. We're currently waiting on more archival supplies (i.e. document boxes, polyester sleeves, etc...) before further progress can be made. Additionally, the Committee will be meeting soon to triple-check items that we're looking to remove from the collection and start the process of reaching out to appropriate parties who may want said items (i.e. local historical societies). A brief discussion was also held on the possibility of moving the large table (and thus Board meetings) into that room once it's complete.

Old Business:

1. Dan asked about the book drive, which Denise said was a resounding success. The shelves are filled and at their locations, with a large quantity of books here at the Library waiting to be distributed once the shelves have emptied.

New Business:

1. Discussion held on the Library's 115th Anniversary event in August. Denise and Nancy are planning, but would welcome anyone who would like to help!

The next Board meeting will be on Tuesday, April 21st at 5:30pm in the Hand-Saxon Room.

Motion made to adjourn at 6:36 by Mike, seconded by Holly. Approved unanimously.

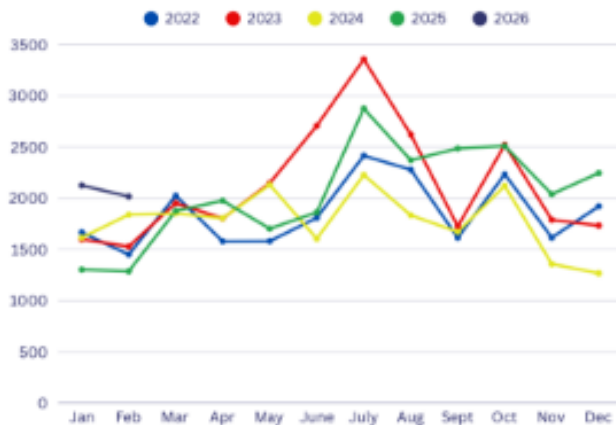
*****If you are unable to attend a scheduled Board Meeting, please contact the Board President as soon as possible. Meetings are held the third Tuesday of every month, September through June.*****

Hornell Public Library

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



Patron Visits



PATRON NUMBERS

For the month of January, we entered **12** new library cards.

We had **2,017** patrons visit the Library in January.

42

Onsite Programs

255

Onsite Program Attendees

5

Outreach Visits

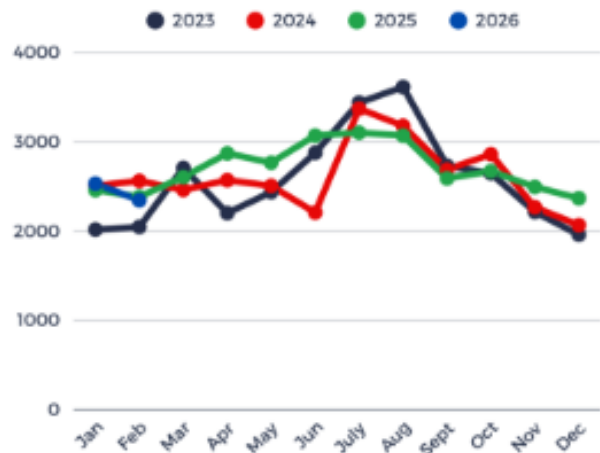
5

Outreach Attendees

UPDATES!

- A Cardiac Emergency Response Plan is being drafted with the American Heart Association (AHA). Upon approval of the plan by the Board, the AHA will provide an AED for the building and provide staff training.

Circulation



2342

Items checked out in February

698

eBooks checked out in February

209

Public computer sessions in February

13 & 4

Kanopy & Mango in February

323 & 698

Holds Filled/Received in February

2115

Visits to website in February

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

- Dunn Group
- Stephanie Cole Adams
- ILS Meeting
- DLAG
- Cardiac Emergency Response Plan (CERP) Training with the American Heart Association
- Troubleshooting Story-Time with Melanie Miller

Board/Director To-Do List:

- Get Policies Signed...Garrett
- Interested in Birthday Party Planning
- Resolutions to be Signed

Upcoming Programs!

- Check out upcoming programs in the monthly newsletter!



**Upcoming "Fakemon"
Teen Program
March 2026**



**Edible Torches
Olympic Themed Global Tales
February 2026**



**Jasmine & Stephanie at the
Hornell Highschool Visit
March 2026**



**Adult Crafting: Egg Carton Roses
March 2026**



**Global Tales:
"Stories from Across Turtle Island"
with Perry Ground
March 2026**

**Thank you to the HPL Board of Trustees, Staff, Friends of the
HPL and all of our Volunteers!**

Appendix B:

HORNELL PUBLIC LIBRARY FINANCIAL REPORT
March 17, 2026

REVENUE

<u>City Balances</u>	
Checking	\$ 5,360.09
Savings	\$252,344.71
Capital	\$ 35,785.79
 <u>Library Checking Accounts</u>	
Board Checking Account	\$ 43,963.05
Conderman Account	\$ 49,784.05
 <u>Maple City Bank Account</u>	
Savings	\$ 63,498.20
 <u>Quarterly Trust/Special Funds</u>	
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

DEBITS

<u>Bills Applied Against Board Checking Account</u>	
Bldg. supplies, books, prog. Supplies	\$ 1,264.55
 <u>Bills Applied to Conderman Checking Account</u>	
Spectator subscription	\$ 36.00

Total Both Checking Accounts \$ 1,300.55

Total Operating Expenses:	Mar 2026	\$48,365.42(\$18,164.92STLSpayment)
	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:

RETIREE HEALTH INSURANCE BENEFITS — EFFECTIVE 4/1/26

Lenis White

Start date with Hornell Public Library: Perm.Part-time: May 4, 1990

Changed to Perm. Fulltime: July 7, 2002

Retirement date from Hornell Public Library: August 22, 2014

The Library will pay 50% of the following coverages; Lenis White will pay the remaining 50% directly to the Library:

Coverage	Monthly Total	Library Pays	Lenis Pays
Global Health Plan G	\$384.00	\$192.00	\$192.00
Drug Plan	\$116.00	\$58.00	\$58.00
Excellus Dental Blue Option	\$33.29	\$16.65	\$16.65
TOTAL	\$533.29	\$266.65	\$266.65

Note: The City must be notified to cancel Lenis's current Bestco (Medicare/Humana) and Sieba (dental) coverages effective 4/1/26 to avoid duplicate coverage or gaps.

Alice Taychert

Start date with Hornell Public Library: April 3, 1990

Retirement date from Hornell Public Library: April 30, 2021

Alice Taychert pays 100% of her coverage; the Library pays nothing. She will remit the following to the Library monthly:

Coverage	Alice Pays Monthly Total
Excellus Simply Vision Platinum (employee + spouse)	\$18.83
Excellus Simply Vision Platinum (employee + spouse)	\$33.29
TOTAL	\$85.40

CURRENT FULL-TIME EMPLOYEE BENEFITS — EFFECTIVE 4/1/26

Coverage	Library Pays	Employee Pays
Excellus Blue Cross Blue Shield	75%	25% (to Library)
Medicare Part G (Global)+Drug Plan	100%	0%

Excellus Simply Vision Platinum	100%	0%
Excellus Simply Vision Platinum	100%	0%

ACTION ITEMS

1. Notify the City to cancel Lenis White's, Alice Taychert's and Denise Chilson's current coverages (Bestco and Sieba) effective 4/1/26.
2. Draft letters to Lenis White and Alice Taychert confirming their coverage terms and payment responsibilities.
3. Board resolution to formalize retiree benefits (see below).

BOARD RESOLUTION — RETIREE BENEFITS

RESOLVED, that the Hornell Public Library Board of Trustees acknowledges that no written agreements exist regarding health, dental, or vision benefits for retirees. Nonetheless, the Board authorizes the continuation of benefits for the two current retirees, Lenis White and Alice Taychert, consistent with past practice and the terms outlined in these minutes.

FURTHER RESOLVED, that the Library retains sole discretion to select the medical, dental, and vision plans offered. Retirees may accept the coverage provided or decline and arrange their own insurance independently, thereby forfeiting any Library contribution.

FURTHER RESOLVED, that benefits for future retirees shall be determined at a later date, including eligibility requirements (years of service, retirement age) and the percentage of Library contribution, subject to budgetary capacity.



Hornell Public Library
 64 Genesee St., Hornell, New York 14843 - 1651
 (607) 324-1210
Denise Chilson, Director
 Fax (607) 324-2570

March 17, 2026

Alice Taychert
 Street
 Avon, NY 14

Dear Alice,

This letter confirms your retiree health insurance benefits effective April 1, 2026.

Coverage and Cost Sharing

The Library will pay 50% of the following coverages. You are responsible for paying the remaining 50% directly to the Library each month.

Coverage	Alice Pays Monthly Total
Excellus Simply Vision Platinum (employee + spouse)	\$18.83
Excellus Simply Vision Platinum (employee + spouse)	\$33.29
TOTAL	\$85.40

Your monthly payment of \$85.40 is due to the Library by the first of each month.

Important Information

Your current coverages through the City (Sieba dental/vision) will be canceled effective April 1, 2026. The Library is coordinating with the City to ensure there is no gap or overlap in coverage.

Please note that the Library retains the right to select the medical, dental, and vision plans offered each year. Should you choose not to accept the coverage provided, you may arrange your own insurance independently, and the Library's contribution would cease.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Denise Chilson, Director



Hornell Public Library
 64 Genesee St., Hornell, New York 14843 - 1651
 (607) 324-1210
 Denise Chilson, Director
 Fax (607) 324-2570

March 17, 2026

Lenis White
 Street
 Arkport, NY 14

Dear Lenis,

This letter confirms your retiree health insurance benefits effective April 1, 2026.

Coverage and Cost Sharing

The Library will pay 50% of the following coverages. You are responsible for paying the remaining 50% directly to the Library each month.

Coverage	Monthly Total	Library Pays	Lenis Pays
Global Health Plan G	\$384.00	\$192.00	\$192.00
Drug Plan	\$116.00	\$58.00	\$58.00
Excellus Dental Blue Option	\$33.29	\$16.65	\$16.65
TOTAL	\$533.29	\$266.65	\$266.65

Your monthly payment of \$266.65 is due to the Library by the first of each month.

Important Information

Your current coverages through the City (Bestco/Medicare Humana and Sieba dental) will be canceled effective April 1, 2026. The Library is coordinating with the City to ensure there is no gap or overlap in coverage.

Please note that the Library retains the right to select the medical, dental, and vision plans offered each year. Should you choose not to accept the coverage provided, you may arrange your own insurance independently, and the Library's contribution would cease.

If you have any questions, please don't hesitate to contact me.

Sincerely,

Denise Chilson, Director

Appendix D:

March 3, 2026

Friends of the Hornell Library

Present: Timberly Shepard, Brittany Stevens, Jax Holt, Mr. Parks, Rebecca Gennes, Corrine Lockhart, Nancy Countryman

-This was Corrine's first visit to Friends. She learned about it on Facebook. Relayed she would return.

-Meeting called to order at 5:00 PM Reviewed prior minutes and notations of some minor adjustments to verbiage and spelling. - Minutes with changes were approved.

Treasurer Report as of Jan 2026

Maple City Checking	\$ 421.06
CD Matures 6/9/26.	\$ 5,127.86
Serve U -	\$ 4,179.00
CD Matures 6/9/26.	\$ 5,127.86

-Rebecca will be preparing minutes of the meeting in Diane's absence.

-The Friends MOU will be prepared for the Library Board, which was previously presented and signed in DRAFT form.

-Announced that per last conversation with Denise the Steuben Grant has not yet been awarded.

-Trivia Night on March 1st had 3 Teams and Received \$ 35.00. donations. Will continue on the 1st Sunday of every month at the Community Art Center, Game night and dates scheduled from 5:00 - 10:00. to continue now through May.

-Meeting Focused on Spring and Summer area events for participation, including Thursday. In the Park (plan on Puzzles, and Board games) , Celebration of Library and of the US anniversaries, 4th of July, Wildflower Festivals and coordinating with HPG and Library celebrations, plans and participation in parades, etc.

Wildflower, expect a table and 3-5 baskets. Corrine volunteered to provide one.

-Discussion regarding requesting Gift Cards from Aldi's and Wegman's for Global Tales \$ 100 Gift Card donation. No one had Reach out to Racalto's Restaurant as discussed in prior meeting. They have shown to be supporting the community activities . Timberly Volunteered.

-Discussed Follow Up for rec'd Donations - Sending Letters of thanks and confirmation and financial tracking software. This will benefit those who want to write off donations. Also discussed annual notifications of total amounts donated by individual persons.

-Jax to set up a Cash App for purchases and creating a sign that The Friends can accept at events.

-Meeting ended at 7:00 PM Next Mtg. April 7, 2026. 5:00 PM