

Library Meeting Minutes
Tuesday, 10/20/2026

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
Holly Hogan
Alex Hoffman
Tonya Cornish
Nancy Countryman
Dan Hausman
Denise Chilson – Director

Excused:

None

Regular meeting called to order at 5:28pm

The Board moved into an attorney meeting for the purpose of meeting with legal counsel for the discussion of attorney-client privileged advice.

Secretary's Minutes:

1. *Motion made to approve September 15th's minutes by Garrett, seconded by Mike.*
Approved unanimously.

Old Business:

1. Disaster Plan is due by 12/31/2026. There is a training on 10/22 at 1:00pm, a link will be sent out for this if anyone is able to attend and help create this plan.
2. Sexual Harassment training is due, the abovementioned email will also include a link for this training for any Board members who still need to complete this training.
3. Two hours of Board training is required each year. This training is due by 12/31/2026. Go to STLS website and select Board Training. An email assisting with this will be forthcoming. After the November and December Board meetings, Denise will stay and play these trainings if anyone can't complete this at home.
4. Alex, Holly and Dan's three-year terms are all up. Replacements have been found for Alex (Diedra Cardamone) and Holly (Kathy Green), while Dan has agreed to return for another term. Thanks to all for their service to the Hornell Public Library!
5. Our Strategic Plan is due in December. A Committee is needed to help Denise and Eba finalize this plan. For those interested / available, there will be a meeting on Wednesday, November 4th at 5:00pm.

Motion made by Garrett at 6:04pm, seconded by Joe, to enter into Executive Session to discuss a personnel matter. Approved unanimously.

Motion made by Gary at 6:17pm, seconded by Garrett, to exit Executive Session and return to Regular Session. Approved unanimously.

New Business:

1. An A.R.C. Matching Grant for up to \$2,500 was discussed. This would be used for an “Owl System”, as well as a screen on a media cart. Ed provided an estimate of about \$4,000. STLS would match, so our cost would be roughly \$2,000.

Motion made to move forward with purchasing these items by Gary, seconded by Holly. Approved unanimously.

Financial Officer’s / Financial Committee’s Report:

1. For the full Financial Report, see Appendix A.
2. Discussion on the 2027-2028 Budget. The Board will meet to further discuss and vote on the budget in November. An email will be forthcoming...
3. *Motion made by Gary, seconded by Mike, to pay the Library’s bills for the month. Approved unanimously.*
4. Joe discussed the Saxon Endowment and its significant annual returns on investment.

Personnel Committee Report:

N/A

Building Committee Report:

1. Mike announced, to great applause and fanfare, that the staffroom doors are now able to close!
2. Denise shared that the process of winterizing the Bookmobile will not be that difficult.
3. Also, the City will be coming to replace the troublesome toilet.
4. We’re still waiting on the roof, which needs evaluation. The problem is there simply aren’t enough people / businesses to do that type of work. Mike, as well as a couple other Board members, mentioned other possible contractors and will get names to Denise soon.

Motion made to adopt the following resolution by Dan, seconded by Gary:

BE IT RESOLVED that the board directs the Library's attorney to inform the City's attorney that the Library is interested in a 99-year lease with an option to purchase (with a reverter clause barring a sale of the property by the library), and as a next step, would like a copy of any as-built drawings, and to conduct an assessment of the necessary maintenance for the building, so a fiscally responsible path forward can be developed as soon as possible.

Approved unanimously.

Friends of the Library Report:

1. For Full Minutes from the Friends’ October 6th meeting, see Appendix B.
2. Nancy reported that Jax said they made about \$1,900 from the recent “Fall Clean Out” event!
3. Candy is needed for Halloween, so if anyone is willing to donate, it’d be greatly appreciated!
4. Nancy discussed the direction of Friends’ moving forward.

Outreach Committee Report:

1. Nancy commented that she wants to go to more Library events outside our community to see what other Library's are doing.
2. Possible meeting to discuss how to promote our 2027-28 Budget will be tabled until the budget is finalized.
3. Thank you notes – we're checking with our contact at Alfred State on these...

Policy Committee Report:

N/A

Ad-hoc Archival Report:

N/A

Director's Report:

1. For the full Director's Report, see Appendix C.
2. Denise shared that last month all Library employees were CPR certified, and that we also have an A.E.D. in the Library now, and staff has been trained on that too.
3. Check out Atticus' post on Facebook – it's great!
4. Denise shared that she is excited about the Nancy Lynch event on women's service in Vietnam, which will be on Wednesday, October 21st at 6:00pm.
5. Finally, Denise shared that our Summer Work Study student came in today (10/20) and is on the Honor Society and just got a job – congratulations!

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

Motion made to adjourn at 6:54pm by Gary, 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.*****

Appendix A:

HORNELL PUBLIC LIBRARY FINANCIAL REPORT

October 20, 2026

REVENUE

City Balances

Savings (Former Tax Levy)	\$ 33,000.00
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Library Checking Accounts

Board Checking (Community Bank)	\$ 2,784.27
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Conderman Checking(Community Bank)	\$ 8,326.01
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Maple City Bank Accounts

Capital (Flex Savings)	\$ 34,443.26
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Max Checking (Operating Expenses)	\$ 72,085.46
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Money Market (Tax Levy)	\$ 49,430.10
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Total Checking/Savings	\$ 167,069.10
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Quarterly Trust/Special Funds

Conderman Trust	\$ 256,702.72
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(Annual interest income: (\$11,616.58))

Board Trust Fund	\$ 353,104.97
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(Annual interest income: (\$14,099))

Saxon Endowment	\$ 19,005.65
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Total Operating Expenses:	Oct	2026	\$31,582.56
	Sep	2026	\$36,187.78
	Aug	2026	\$37,380.37
	July	2026	\$33,678.25
	Jun	2026	\$40,812.36
	May	2026	\$38,437.64
	Apr	2026	\$52,066.78(3payrolls)
	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 B:

Friends of The Library Oct 6 2026 Mtg. 5:30 - 8:00 pm

Present: Jax Holt, Diane Lisi, Brittany Stephens, Sid Parks, Josie Bennett Barnard, Valorie Whitehall, Nancy Countryman

*Reviewed and made minor changes to their Sept 1, 2026 Mtg Minutes.

*Discussion and review of request from Denise regarding Better Planning, Event Coordination, increased advertisements for events, having Friends order Thank You and other note card correspondence, participation for Book on Every Bed with snacks and drink station.

*No one knew where printing was done for note cards and they will do outreach to Erickson, who previously had it done by someone and Alfred.

*Group said they are working and planning on Fall Clear Out Sale (preparing schedule), Halloween Decor set up, will confer with Denise if Trunk or Treat Only .minimal income from Bowling bash didn't have a lot of participation but went well, same with Bulls eye and games at the Community Center.

- Will need Candy for Halloween

*Brittany talked about changing bank to one more convenient for her walking

*Val talked about Community Events, selling Christmas Trees for Christmas (20 or so) , Santas house, Christmas Concert., Veterans Day.

Diane suggested a meat raffle

Josie said she will be working along with Friends and she should be a great asset for the group.

Appendix C:

Hornell Public Library

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



Patron Visits



PATRON NUMBERS

For the month of September, we entered **26** new library cards.

We had **2069** patrons visit the Library in May.

38

Onsite
Programs

242

Onsite
Program
Attendees

6

Outreach
Visits

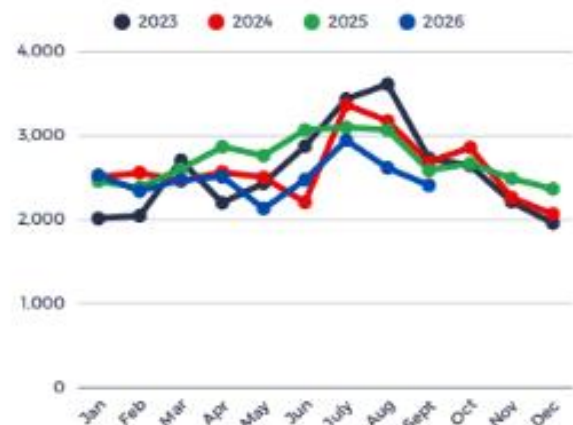
13

Outreach
Attendees

LET'S CELEBRATE SOME WINS!

- We now have an AED in the building!
- Seven Staff members are now CPR Certified!
- Check out Reader Advisory with Atticus on FB!

Circulation



2,616

Items checked out
in August

693

eBooks checked out in
August

11 & 5

Kanopy & Mango

294/536

Holds Filled/Rec'd
in August

11,131

Visits to website
in August

165

Public computer
sessions in August

2,409

Items checked out
in September

790

eBooks checked out in
September

8 & 1

Kanopy & Mango
in September

315/563

Holds Filled/Rec'd
in September

1,123

Visits to website
in September

183

Public computer
sessions in September

Staff Trainings/Meetings

- September 16th- STLS Circulation Meeting
- September 25th- CPR and AED Certification
- October 2nd- STLS Annual Meeting
- October 9th- Northstar Training
- October 19th HR Happy Hour CCC

Upcoming Programs!

- Check out upcoming programs in the monthly newsletter!



**Lego Club: Pumpkin Patch
September 2026**



**Teen Program:
Block Books
September 2026**



**Local Author Visit with Children's
Author Gael Orr
September 2026**



**Adult Craft: Pool Noodle Pumpkins
October 2026**



**Eba, Travis (Our Summer
Volunteer), and a Yummy
Carrot Cake
October 2026**

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