

A decorative border of orange pumpkins with carved faces surrounds the entire page.

*WHITESVILLE PUBLIC LIBRARY
MONTHLY MEETING AGENDA
September 16, 2025*

Annual Sexual Harassment Training, 5:30 pm

- I. Public Comment
- II. Accept Minutes—August, 2025
- III. Director's Report
- IV. Fundraising
 - a. Jays
- VII. Financial/Budget
 - a. Accept Financial Report—August, 2025
 - b. Bills for Review
 - c. Fee to Patrick Rogers
- VIII. Building Maintenance
- IX. Policy and Procedures
 - a. Conflict of Interest Signatures
- X. Old Business
 - a. Book Sale Kiosk
- XI. New Business
- XII. Next Meeting October 21, 2025; 6:00 pm
- XIII. Adjourn Meeting
- XIV. Call Executive Session to Order
- XV. Adjourn Executive Session
- XVI. Reconvene Meeting
- XVII. Adjourn Meeting

BOARD MEETING DATES:

November 18

December 16

FUNDRAISING:

Jays

WHITESVILLE PUBLIC LIBRARY Minutes **August 19, 2025**

Present: Gay Thistle, Karen Smith, Alice Schlichting, Marsha Van Vlack

I. **Meeting was called to order by Gay at 6:04 PM**

II. **No Public Comment**

III. **Accept July 2025 Minutes:** A motion to accept the minutes was put forth by Alice and seconded by Marsha. All agreed.

IV. **Director's Reports:**

- A. \$1500 literacy grant was given by Dollar General for materials that support programming
- B. The Manley Grant will be used to replace the public printer. The current one is on its last legs.
- C. Still gathering information for the Construction Grant to replace windows
- D. It's time for Trustees to register for the STLS Annual meeting on Oct 3.
- E. The Board would like Brian Hildreth to visit us at either the November or December meeting.
- F. A motion to accept the Directors Report by Gay and seconded by Alice and all agreed.

V. **Fundraising**

- A. Garden Tour Recap- Made \$127 in donations. Survey results include;
 - a. More water stops
 - b. Need more gardens to make it worth the trip
 - c. More advertising and earlier
 - d. Gardeners want more face to face interaction with coordinators
 - e. Keep registration desk open until 2
 - f. Add Veterans memorial to map and add Little League field as bathroom and water options
- B. Ice Cream Social Recap- made \$530.25 in donations. Set up and take down all went smoothly. Next year- do not sell whole cakes and pies until the end of the event or cut every piece and put in bowl on table.
- C. Jays fundraiser? - discussed whether the Board is able to manage this fundraiser (time constraints). Gay will send an email to Sue and Caleb to get their ideas. The fundraiser would need to start before school begins- Sept 1.

VI. **Financial/Budget**

- A. A motion to accept the July Financial report was made by Alice and seconded by Marsha and all agreed.
- B. Alice made a motion to pay a bill for \$120 to pay Angie for mowing services. Marsha seconded it and all agreed.
- C. Gay put a motion forward to rescind the motion at the July meeting regarding the CD transfer. She put forth a new motion to place the entire amount -\$26,085.19 in an 8 month CD at a rate of 4.04%. Marsha seconded it and all agreed.

VII. **Building and Maintenance**

VIII. A. See Construction Grant discussion under Director's report

IX. **Policy and Procedures**

X. **Old Business – Book sale kiosk-** Gay will contact Andover high School, Alfred State and BOCES to see if any of these places would donate time to design and build. We could get the wood donated.

XI. **New Business-** Yearly Sexual Harassment Training- this required training for all Board member should take place over the September and October meetings

XII. Alice made the motion to **adjourn the meeting at 6:45**, Marsha seconded it and all agreed.

XIII. **Next meeting** will be Sept.16, 2025 at 6 PM

Director's Report September, 2025

****Remember to plan to be at the meeting at 5:30 for the annual Sexual Harassment session. If you have done it at work please bring a note from you supervisor so it can be put in the file and we will be in compliance with NYS mandates.**

**Mary called in sick today 9/9. She is concerned it is ulcers again. I will keep you updated on her status. The tests did not show any perforations, but severe inflammation. She is home with antibiotics.

**All forms for the Construction Aid Grant were sent to Brian. Now we wait to hear from him and then NYS for our next step.

**STLS has ordered the new printer for the public computers. When it arrives they will install it for us.

**We had nearly 50 attend the Foam Party. It was a great time.

**We had 6 preschoolers, 29 elementary children, 4 teens and 2 adults register for summer reading. We had 15 active programs with 229 in attendance and 29 passive programs with 74 in attendance.

**There will be an after school program hosted by the Y beginning in September. Rashell has asked me to continue with the program each month.

**I will start the budget after staff salaries have been voted on and when we get the final Cost Share and ebook amounts from STLS. The DAC meeting is 9/24 and Brian is hoping to finalize the amounts at that meeting.

**STLS is promoting the Great Give Back to be done with shelters/rescues this year. I have chosen for Whitesville to work with the Allegany County TNR, not the SPCA. The TNR is located in Wellsville so it will be easier for me to get to to volunteer. It is also run by one person and she does all the fundraising and work herself. She relies on donations, and does not receive government funding. There are very few grants available for her.

**Brian will attend the December 16th meeting.

**I am going to attempt a book club. The first one will meet at 5:00 on Tuesday, October 14th. After that the attendees can choose day of the week and time that works best for most. It will be a Show & Tell Book Club. Each participant comes and talks about the book they are currently reading. There is no required book to be read by the group.

****IMPORTANT DATES****

PERSONAL TIME: 9/20

HOLIDAYS:

PROGRAMS:

ADULT PROGRAMS: September 23, 11:00, Senior Center; October 14th Show & Tell Book Club, 5:00

STLS SPONSORED MEETINGS, WORKSHOPS/TRAININGS PROGRAMS: September 9, Allegany County Directors ; October 3, 10-12, STLS Annual Meeting

Y PROGRAMS: 2ND Tuesday of each month, 2:00 in the Day Care, 4:00 After School

2025 MONTHLY STATS															
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	
CIRC/RENEWAL		194	200	246	288	311	260	523	377					2399	
ADULT		121	113	126	139	138	117	208	163					1125	
JUVENILE		73	87	120	149	173	143	315	214					1274	
HOLDS PROVIDED		85	71	77	83	63	65	70	68					582	
HOLDS RECEIVED		52	52	62	77	105	43	143	107					641	
ITEMS ADDED		56	60	45	53	52	45	61	134					506	
NEW CARDS ISSUED		1	1	2	1	1	6	10	4					26	
MAGAZINE CIRC		2	4	3	3	2	3	3	2					22	
PATRONS		119	109	155	181	170	170	333	275					1512	
COMPUTER HOURS		16	21	27	24	21	31	29	55					224	
ADULT USERS		16	18	27	22	26	26	27	25					187	
JUVENILE USERS		0	0	0	1	0	0	0	0					1	
WIFI HOURS		29	4	42	31	95	42	213	134					590	
WIFI USERS		12	5	22	31	42	21	56	61					250	
WEB SITE VISITS		99	86	124	116	121	112	144	127					929	
EBOOK CIRC		125	112	113	129	146	144	156	157					1082	
E MAGAZINES		0	8	12	7	7	10	13	9					66	
PROGRAM SESSIONS		5	4	6	10	9	7	9	6					56	
ADULT		1	0	1	2 *		4	2	0					10	
TEEN		0	0	0	0	0	3	0	0					3	
ELEMENTARY		1	1	1	2	1	1	4	2					13	
EARLY LIT		1	1	1	2	1	1	1	1					9	
ARC		2	2	3	4	2	1	2	3					19	
PROGRAM ATTENDANCE		33	15	32	55	63	53	122	107					480	
ADULT		3	0	5	10	40	26	11	0					95	
TEEN		0	0	0	0	0	9	0	0					9	
ELEMENTARY		17	9	17	30	17	14	105	97					306	
EARLY LIT		9	2	4	7	2	2	2	4					32	
ARC		4	4	6	8	4	2	4	6					38	
EVENT		0	0	0	0	130*	60	42	146					248	
ONLINE															
FACEBOOK RECORDINGS		0	0	0	0	0	0	0	0					0	
VIEWS		0	0	0	0	0	0	0	0					0	
COMMENTS		0	0	0	0	0	0	0	0					0	
LIKES		0	0	0	0	0	0	0	0					0	
SHARES		0	0	0	0	0	0	0	0					0	
OTHER SESSIONS		0	0	0	0	0	0	0	0					0	
PASSIVE		0	0	0	0	0	0	0	0					0	
ENGAGEMENT		0	0	0	0	0	0	0	0					0	
PASSIVE PROGRAM (not		0	0	2	2	0	3	20	9					36	
ATTENDANCE online)		0	0	4	3	0	9	69	15					100	
ONE ON ONE		0	1	2	0	0	0	0	0					3	
KANOPY		0	0	0	0	0	0	0	1					1	