



WHITESVILLE PUBLIC LIBRARY  
MONTHLY MEETING AGENDA  
August 18, 2026

Call to Order

- I. Public Comment
- II. Accept Minutes—August, 2026
- III. Director's Report
- IV. Fundraising
  - a. Blue Jays
- VII. Financial/Budget
  - a. Accept Financial Report—August, 2026
  - b. Bills for Review
- VIII. Building Maintenance
  - a. Gazebo painting
- IX. Policy and Procedures
  - a. Book Nook
- X. Old Business
- XI. New Business
- XII. Next Meeting October 20, 2026; 6:00 pm
- XIII. Adjourn Meeting

**BOARD MEETING DATES:**

**November 17**

**December 15**

**FUNDRAISING:**

September 15 til October 29 Jays

**STLS EVENTS FOR STAFF & TRUSTEES:**

October 2, 2026 STLS Annual  
Meeting, in Cohocton, 10:00-12:00

# WHITESVILLE PUBLIC LIBRARY Minutes **August 18, 2026**

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

I. Meeting called to order at 6PM

II. **Public Comment-**

A. Kay Nagy was present to discuss the Garen Tour. 51 people attended and \$199 was donated. All in all it was successful. New people attended. Attendees and gardeners were generally pleased. We had good advertisement with the newspaper coverage we got. Alice wrote thank yous. We discussed ideas for next year:

1. Gay will digitize the contact list for the event and try to gather emails for better communication
2. Hours need to be extended- survey gardeners for 9-2 or 10-3 extension?
3. Set up tent for registration
4. No raffle- the door prizes and raffle made it confusing
5. Invite food trucks to set up

B. Lynette Coleman attended the meeting to ask if she could work on the landscaping around the library. She will start clearing out everything in Sept, prep beds and plant in Spring. She will recruit help and donations. Gay made a motion to approve this volunteer work, Marsha seconded it and all agreed.

III. **Accept June 2026 Minutes:** A motion to accept the minutes was put forth by Marsha and seconded by Caleb and all agreed

IV. **Director's Report:**

- A. Karen contacted Jim Smith to fix the lights and give an estimate on fixing the shed roof.
- B. Board is working on getting a cost estimate for the shed to hold the Get Outdoors lending library.
- C. Discussed cleaning position. Vicki is doing a good job, so Board agreed to let her continue.
- D. Board agreed to invite either Erika or Brian to the December meeting that will fulfill our training requirement for the year.
- E. Caleb made the motion to accept the Directors Report. Marsha seconded it and all agreed.

V. **Fundraising**

- A. Garden Tour- see Public Comment above
- B. Ice Cream Social- Made \$261.53. We had about 70 people attend. It did rain a bit so maybe that kept people away.
- C. Raffle- raffle made \$192.00

VI. **Financial/Budget**

- A. A motion to accept the June report was made by Caleb and seconded by Gay and all agreed.
- B. There will likely be a lawn care bill between now and the next meeting. Gay made a motion to allow Karen to pay up to \$250 for lawn care. Marsha seconded it and all agreed.

VII. **Building and Maintenance**

- A. Painting of playground- Paint has been purchased. It was decided that Aug 22 at 10 AM. Gay will bring brushes, rags and pails for water and clean up. Karen has a step ladder.

VIII. **Policy and Procedures**

- A. Book Nook Policy and Procedures- Karen brought up that there may be a NY tax issue with having a year-round book sale. Members of the Board brought up that this is technically not a sale because there are no prices listed. We only ask for donations. Karen will clarify. Marsha will take over managing the Book Nook through the next meeting.

VIV. **Old Business**

X. **New Business**

XI. Gay made the motion to **adjourn the meeting at 6:57 pm**, Marsha seconded it and all agreed.

XII. **Executive Session:** an Executive session was called to order at 6:57 to discuss personnel matters

XIII. Executive session adjourned at 7:05 PM

XIV. **Next meeting** will be Aug181, 2026 at 6:00 PM

## DIRECTOR'S REPORT AUGUST, 2026

\*\*Brian will be at the December 15<sup>th</sup> meeting. If you have specific topics you want him to speak about let me know so he can be prepared. Everyone should plan to attend this meeting because it is a required Trustee Training and will be recorded on the NYS Annual Report.

\*\*We need to do the annual Sexual Harassment Training. Can everyone meet at 5:30 on October 20<sup>th</sup> and November 17<sup>th</sup> for the training?

\*\*I contacted Bears about the tear in the awning. The awning is only covered for 1 year. We have had the playground for 2. Troy said since the tears are somewhat small we can probably cover them with repair tape. If we choose to get a new awning it will be \$149.?? . I was thinking with winter coming maybe we can cover the 2 small tears with the tape now (\$8.99 on Amazon) and buy a new tarp in the spring.

\*\*Bob & Nicki are interested in starting a Writer's Group at the Library. This would be a free program. Keri will be doing Spanish on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of the month.

\*\*I was very disappointed that no teens showed up for our foam party. We had about 20 children here and they had a fantastic time, but only 1 teen came. She came with her younger brother. She did not want to be with the younger ones so she waited for her friends. They did not come. Cris is going to give us credit toward a future show since we paid in advance.

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### \*\*IMPORTANT DATES:\*\*

PERSONAL TIME: 9/9; 9/26

HOLIDAYS: 9/7

PROGRAMS: Spanish 9/14 & 28; 10/ 12 & 26; Pumpkin Decorating 10/12; 10/31 Trick or Treating

ADULT PROGRAMS: 10/6 Show & Tell; 10/24 Greeting Card Making; 10/26 Medicare Q&A; 10/28 Senior Center;

STLS SPONSORED MEETINGS/WORKSHOPS/TRAININGS: 10/2 STLS Annual Meeting;

Y PROGRAMS: Day Care TBD; After School 2<sup>nd</sup> Tuesday of each month



| 2026 MONTHLY STATS  |  |      |     |     |     |     |      |      |     |      |     |     |     |       |
|---------------------|--|------|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|
|                     |  |      |     |     |     |     |      |      |     |      |     |     |     |       |
|                     |  | JAN  | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
| CIRC/RENEWAL        |  | 287  | 248 | 283 | 326 | 253 | 318  | 382  | 277 |      |     |     |     | 2374  |
| ADULT               |  | 147  | 126 | 145 | 149 | 137 | 165  | 165  | 127 |      |     |     |     | 1161  |
| JUVENILE            |  | 140  | 122 | 138 | 177 | 116 | 153  | 217  | 150 |      |     |     |     | 1213  |
| HOLDS PROVIDED      |  | 81   | 71  | 79  | 70  | 55  | 50   | 81   | 66  |      |     |     |     | 553   |
| HOLDS RECEIVED      |  | 63   | 75  | 83  | 92  | 59  | 100  | 64   | 52  |      |     |     |     | 588   |
| ITEMS ADDED         |  | 90   | 44  | 96  | 56  | 68  | 54   | 61   | 55  |      |     |     |     | 524   |
| NEW CARDS ISSUED    |  | 2    | 1   | 1   | 1   | 3   | 0    | 7    | 1   |      |     |     |     | 16    |
| MAGAZINE CIRC       |  | 5    | 3   | 3   | 6   | 2   | 3    | 3    | 4   |      |     |     |     | 29    |
| PATRONS             |  | 144  | 152 | 186 | 223 | 143 | 193  | 302  | 241 |      |     |     |     | 1584  |
| COMPUTER HOURS      |  | 26.5 | 32  | 28  | 70  | 28  | 31   | 33   | 36  |      |     |     |     | 284.5 |
| ADULT USERS         |  | 31   | 17  | 24  | 37  | 24  | 23   | 25   | 28  |      |     |     |     | 209   |
| JUVENILE USERS      |  | 0    | 0   | 2   | 4   | 0   | 0    | 0    | 0   |      |     |     |     | 6     |
| WIFI HOURS          |  | 55   | 75  | 45  | 70  | 57  | 77   | 92   | 83  |      |     |     |     | 554   |
| WIFI USERS          |  | 22   | 35  | 17  | 27  | 19  | 28   | 41   | 26  |      |     |     |     | 215   |
| WEB SITE VISITS     |  | 207  | 180 | 209 | 84  | 166 | 143  | 195  | 205 |      |     |     |     | 1389  |
| EBOOK CIRC          |  | 113  | 78  | 99  | 118 | 99  | 60   | 121  | 122 |      |     |     |     | 810   |
| E MAGAZINES         |  | 8    | 5   | 9   | 11  | 12  | 14   | 17   | 15  |      |     |     |     | 91    |
| KANOPY              |  | 2    | 0   | 0   | 0   | 0   | 0    | 0    | 0   |      |     |     |     | 2     |
| PROGRAM SESSIONS    |  | 5    | 6   | 6   | 11  | 7   | 6    | 9    | 10  |      |     |     |     | 60    |
| ADULT               |  | 1    | 2   | 1   | 3   | 1   | 2    | 1    | 1   |      |     |     |     | 12    |
| ELEMENTARY          |  | 1    | 2   | 1   | 2   | 2   | 1    | 5    | 4   |      |     |     |     | 18    |
| EARLY LIT           |  | 1    | 1   | 1   | 1   | 1   | 1    | 2    | 2   |      |     |     |     | 10    |
| TEEN                |  | 0    | 0   | 0   | 0   | 0   | 0    | 0    | 1   |      |     |     |     | 1     |
| ARC                 |  | 0    | 0   | 0   | 0   | 0   | 0    | 0    | 2   |      |     |     |     | 2     |
| FAMILY              |  | 2    | 1   | 2   | 5   | 3   | 2    | 0    | 0   |      |     |     |     | 15    |
| PROGRAM ATTENDANCE  |  | 44   | 36  | 36  | 138 | 55  | 30   | 126  | 131 |      |     |     |     | 596   |
| ADULT               |  | 4    | 13  | 11  | 17  | 8   | 11   | 5    | 3   |      |     |     |     | 72    |
| ELEMENTARY          |  | 4    | 12  | 6   | 14  | 18  | 6    | 109  | 107 |      |     |     |     | 276   |
| EARLY LIT           |  | 5    | 4   | 6   | 6   | 9   | 5    | 12   | 16  |      |     |     |     | 63    |
| TEEN                |  | 0    | 0   | 0   | 0   | 0   | 0    | 0    | 1   |      |     |     |     | 1     |
| ARC                 |  | 0    | 0   | 0   | 0   | 0   | 0    | 0    | 4   |      |     |     |     | 4     |
| FAMILY              |  | 31   | 7   | 13  | 43  | 20  | 8    | 0    | 0   |      |     |     |     | 122   |
| PASSIVE PROGRAMS    |  | 0    | 3   | 1   | 0   | 1   | 2    | 15   | 10  |      |     |     |     | 32    |
| ATTENDANCE          |  | 0    | 5   | 6   | 0   | 0   | 2    | 21   | 21  |      |     |     |     | 55    |
| SESSIONS            |  | 0    | 0   | 1   | 0   | 0   | 2    | 0    | 2   |      |     |     |     | 5     |
| ONE ON ONE SESSIONS |  | 2    | 0   | 1   | 0   | 2   | 0    | 0    | 2   |      |     |     |     | 7     |
| ATTENDANCE          |  | 2    | 0   | 1   | 0   | 172 | 0    | 0    | 2   |      |     |     |     | 177   |
| MANGO LANGUAGES     |  | 0    | 0   | 1   | 0   | 0   | 0    | 0    | 0   |      |     |     |     | 1     |