

Present: Jeff Long, Carol Thompson, Ellyn Hotchkiss, Margaret Grosse, Pete Piraino

Absent: Julie Simone

Community Forum: None

Convene: Jeff Long called the meeting to order at 6:36pm.

Minutes: The motion to accept the Minutes of July 17, 2025, was made by Carol Thompson, seconded by Ellyn Hotchkiss. Carried.

Treasurer's Report: The motion to accept the Treasurer's Report and the Bills of the Evening was made by Margaret Grosse, seconded by Jeff Long. Carried.

Director's Report:

Lydia Gaston, former Bell Memorial Library Board member, currently a Library Board member in her South Carolina community called Patty Galbraith. She discussed the cooperation between her current school district and local library, e.g. schools issues library cards.

OWWL sent a letter pertaining to fines. The current fine policy, Penalties for Overdue or Damaged Materials, revised 7/17/2025, will continue as stated.

The Library's Summer Reading Program in conjunction with Nunda's Summer Rec Program went well. It is recommended that the Programs work together in 2026.

The August 16th Book Sale earned \$332.75; bag sale for the week of August 19th earned \$56.25; bag sale will continue week of August 26th and September 2nd.

Ground bees were discovered in the lawn near the west entrance door. Jeff Long sprayed and they were gone by August 26th.

Received payment from LLSA (Local Library Service Aide) of \$1591.00.

The Library website has been maintained by Morgan Computer Service. It was noticed that although service continued to be billed, information was not being updated. When the owed was finally reached, he said he forgot about our contract and the business is closed. The website program was offered to Anne Rangere. She will look at the program to decide if she will continue to operate it.

Received a notice from the IRS that the 999 report was received late. Rob Baldwin of BBS Service was notified. He will rectify the situation since he received the report in a timely manner.

NYS Office of Comptroller notice states that a round of library audits is forthcoming. It is unknown if Bell Memorial Library is to be audited.

Distributed OWWL's hiring guide for a new library director. Discussed.

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Those present signed and returned the Conflict of Interest Statement.

Old Business:

Patty Galbraith and Margaret Grosse continue to review the Bell Memorial Library Policies. Policies reviewed, discussed, and updated this month are:

- Petty Cash Policy
- Procurement Policy
- Programming Policy
- Public Comment Policy
- Purposes of the Employment Policy
 - (1. Prior title was Purpose of the Personal Policy)
 - (2. Wages Policy included and deleted as a separate Policy)

The motion to accept the above named Policies was made by Carol Thompson, seconded by Pete Piraino. Carried.

It was agreed that the request for the NYS Library Construction Aide be resubmitted for 2026.

7:18pm. Carol Thompson left

New Business: None

The next scheduled Board meeting will be September 18, 2025, at 6:30pm.

Adjourn: The motion to adjourn was made by Pete Piraino, seconded by Ellyn Hotchkiss. Carried. Adjourned at 7:22pm.

Respectfully submitted,

Margaret Grosse, Secretary