

Present: Jeff Long, Elyn Hotchkiss, Margaret Grosse, Carol Thompson

Absent: Julie Simone, Pete Piraino

Community Forum: None

Convene: Jeff Long called the meeting to order at 6:35pm.

Minutes: The motion to accept the Minutes of January 22, 2026, was made by Carol Thompson, seconded by Elyn Hotchkiss. Carried.

Treasurer's Report: Reviewed 'Reserve Account' and 'Sweep Account'. Both will appear on the monthly report throughout 2026 since the change from 'Sweep Account' to 'Reserve Account' was completed mid-January, 2026. With this noted, the motion to accept the Treasurer's Report and the Bills of the Evening was made by Margaret Grosse, seconded by Carol Thompson. Carried.

Director's Report:

An automatic monthly withdrawal of twelve thousand dollars (\$12,000.00) from the Reserve Account for deposit into the checking account began January, 2026, and will continue in the future.

Payroll taxes and NYS taxes will be on an auto-payment system. BB's monthly report will verify payments.

The eight hundred twenty dollars (\$820.00) IRS penalty has been removed by IRS.

Cindy, Wolf, Shop & Save owner, donated eighteen dollars and ninety cents (\$18.90) to the library (see November 20, 2025 Minutes). A thank you note was sent.

Andrea Bailey, NYS Assembly Member has donated twelve hundred fifty dollars (\$1250.00) to the Library to be used for any purpose. The money was deposited in the Reserve Account.

Three (3) Summer Reading Programs are scheduled:

- Steve Ingram, Magician - to be held at the library
- Dino Magic Mystery Show). Hopefully these programs will be coordinated with the I Dig Reading.). Summer Recreation Program

John O'Neil, Integrated Systems representative will schedule installation for their telephone system and coordinate with Frontier for the termination of its telephone system. The price for this service and two (2) new phones (a cordless phone and a corded phone) is fifteen hundred three dollars, ninety eight cents (\$1503.98). The library will have a one (1) year contract, costing seventy five dollars (\$75.00). Evaluation of service will determine continuation of service.

Old Business:

When the M & T Bank issues a Bell Memorial Library credit card, the Library's debit card will cease to be terminated.

Livingston County Civil Service has agreed to conform to the NYS Civil Service Librarian's job description and educational requirements. The date for implementation is unknown.

New Business:

Minimum Standards for Public and Association Libraries: Jeff Long made the motion that Bell Memorial Library Board of Trustees affirms that the library is in full compliance with the New York State Minimum Standards for Public and Association Libraries as outlines in Commissioner's Regulations 90.2, and further directs Patrica Galbraith to email the Executive Director off the OWWL Library System a link to the board meeting minutes once they are posted to the library's website, within two weeks of the meeting, in accordance with the New York State Open Meetings Law. Carol Thompson seconded the motion. Carried unanimously.

The next scheduled Board meeting is March 19, 2026 at 6:30pm.

Adjourn: The motion to adjourn was made by Jeff Long, seconded by Margaret Grosse. Carried. Adjourned at 7:12pm.

Respectfully submitted,

Margaret Grosse, Secretary