

Bell Memorial Library Board of Trustees Minutes.

April 16, 2026

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

Absent: Julie Simone

Community Forum: None

Convene: Jeff Long called the meeting to order at 6:33pm.

Minutes: The motion to accept the Minutes of March 19, 2026, was made by Ellyn Hotchkiss, seconded by Carol Thompson. Carried.

Treasurer's Report: Discussed: 1. A Diamond Lake voucher was paid twice. It is recommended that this account be paid when a statement is received rather than when a voucher is received. Patty Galbraith will ensure that the company is aware of the error. 2. Treasurer's Report to be dated 2026. 3. The Reserve Account does not have a service charge. 4. 11.18 Other Income: Andrea Bailey, our NYS Assemblywoman donated the monies. With these items noted, the motion to accept the March Treasurer's Report and the Bills of the Evening was made by Pete Piraino, seconded by Margaret Grosse. Carried.

Director's Report:

Julie Simone verbally notified Patty Galbraith that she will be resigning as Vice President and moving to Atlanta, GA, in August 2026.

Brenda Weaver stated that she is interested in being a Library Board member.

Information for the 990 Report was delivered to BB\$ to be electronically sent to Rob Baldwin.

Rob Baldwin, BB\$, will complete the 2025 AFR (Annual Financial Report) and electronically submit it to NYS.

Patty Galbraith and Jill Pepe completed and electronically submitted the 2025 Annual Report to OWWL. (This report is different than the AFR noted above.)

Patty Galbraith and Margaret Grosse prepared the 2026 Absentee Ballots for mailing on April 21, 2026.

The Annual Budget Hearing will be May 5, 2026, 6:00-7:00pm.

Voting for the Annual Budget and Trustee will be May 12, 2026, 11:00am-6:30pm with Sue Didas as Election Inspector.

Integrated Systems installed the Library's new phone system today. For some reason it is not possible to print information from the computers. John O'Neil, I.S. Representative was notified and is working to resolve the issue. For the 'pull list', the clerk will be able to take a cell phone picture to complete the task. (4/17/26, Matthew Kominiarek, OWWL, was notified and corrected situation - it is now possible to print from the computers. Thank You)

Director's Report continued

The fax machine is old; replacing it is being considered.

Rodney Cox will be contacted to look for honey bees on the Library's roofline.

The FFRPL (Friends and Foundation of the Rochester Public Library) Commit Form will be completed and sent to OWWL for Overdrive (ebook) use. The monies will be forward to OWWL when received.

Old Business:

No new information has been received regarding the Library Manager position. Prior to the May Board of Trustees meeting Patty Galbraith will contact Ron Kirsop, OWWL, for Livingston County Civil Service Office current information.

Jeff Long, will contact Ron Kirsop, OWWL, re: status of the Library's building project.

New Business: None

The next scheduled Board meeting is May 21, 2026, at 6:30pm.

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

Respectfully submitted,

Margaret Grosse, Secretary