

**Dutton S. Peterson Memorial Library
Board of Trustees Meeting Minutes
September 25, 2025**

President John Parker called meeting to order at 6:25 PM in person at the Dutton S. Peterson Library, (Session was recorded for the purposes of generating accurate minutes.)

Roll Call: Present: John Parker, Deborah Yeager, Gail Sgrecci, Deb Albro, Jenn Stevenson

Absent: Sandi Boles, Kevin Greuber, Mike Scullin and Jeff Stevenson (and Karin)

Public to be heard: Conversation with Mayor Dustin Carnes before meeting.

PRESIDENT'S REPORT:

Question for the Library Board: What are we willing to do (regarding purchasing the property across the street)? \$10,000-40,000 is what we have been discussing for purchase of land since talks began with Jerry (previous Mayor). We actually have \$100,000 in the bank available. If soil sampling comes out Ok, the next thing we need to do before we make any real offer is to talk with an architect (Brian knows architects that have worked with other libraries).

If we get past Step 1 and it won't cost a lot to remediate, we need to talk with an architect to give us an idea of what we can build on the new site. Assess if we can make an improvement over what we have now before moving ahead.

This will likely not happen before John terms-out from the Board – Dec 2026. ... and Sandi is serious as to resigning if the Village Clerk does not catch up and get her what she needs. Alyssa has not responded to John one single time after many attempts to contact her/the Village.

John will research soil/core samples: Exactly who can take those samples and where would we have samples tested. Check liability before digging. Also call before you dig to avoid any fines.

LIBRARY AIDE'S (CHILDREN'S) REPORT (Stacey Hetzel) Read into minutes by Karin

Director's Report read aloud by Karin: She wrote this for the August meeting that she was not going to be attending. (She updated it.)

DIRECTOR'S REPORT (Karin)

Circulation Report:

Circulations				
<i>Adult</i>	<i>Juv.</i>	<i>Unknown</i>	<i>YA</i>	<i>TOTAL</i>
149	126	16	3	294
-17	-67	0	-4	-88

Holds	
<i>Provided</i>	<i>Received</i>
124	67
-41	+1

Visitors	Reference Questions	New Cards
259	49	4 A
-43	-7	

Program Attendance			
<i>Adult</i>	<i>General Interest</i>	<i>Children</i>	<i>Teen</i>
6/22	2/198	5/10	1/10
Kanopy: 0	Books: 110	Mags: 9	

MAINTENANCE REPORT: Deb Y.

As stated in the Director's Report - Karin has a professional fence company putting in the posts but will need assistance installing panels between posts. Karin spoke with Mike and wanted to ask Jeff too. This project needs to be done by 10/31/25. Karin doesn't know exactly when the fence company will start. (Part way through the meeting Jeff texted that he might be able to put in the posts).

ITEM 1		
Motion to allow the neighbor to place his mailbox on library property along the street.		
MOTION MADE BY	SECONDED	APPROVED
Deb Y.	Jenn	Unanimously

DISCUSSION

Karin reached out to Code Enforcement but has not heard back from Harold since their initial conversation. To be safe, the plan is to remove three pavers so the posts will definitely be on our

property. John brought up App – “Landglide” that will show you property lines, property owners (very accurate) ... Karin will make sure of location before starting installation. Karin is not sure if Horseheads Siding and Fence will put in posts. Jenn called Jeff. Karin was going to email Jeff to discuss possibility of him putting in posts.

Because the deadline for the fence is soon, Karin is delivering the panels to the artists so they can get started painting. It would be nice to have some kind of celebration/pizza party to acknowledge the completion of the mural/fence when the artists are making their final touches on-site.

Karin received money yesterday from the grant and was heading to Lowe’s after our meeting to pick up two 6’ x 8’ panels to take to the artists. She was borrowing her father’s truck to pick them up. John offered his trailer if she needed it to deliver the panels.

There were a couple of summer programs that were not held so the library has some money that it needs to spend on programming before the end of the year. Stacey reached out to a couple of stained glass professionals and they are working on setting up a stained glass workshop. Karin would like to open it up first to our Board of Trustees and volunteers. There is enough money to hold two of these programs. It would be a nice gathering/bonding opportunity. Stained glass class will be on a Saturday in October and/or November. The artists were going to get back to Karin about location of program – on-site in Odessa or at studio in Corning and a possible date. Only 8 to 10 spots open at one time. Jenn, Gail, Deb Y. Sandi, Lois Cratsley, Jeff S. interested. First program offered will be for library/second program if enough interest will be for community. Karin will contact interested people once a date has been set to see who is able to attend. Deb Y. cannot do October. John asked about OM offering bussing if the library were to offer a program somewhere else? Jenn did not know. She can check with the Superintendent if need arises.

Karin and STLS will be updating their website this fall/emailed Karin in August. They would like to use our website as a model for other STLS libraries. John suggested that Karin ask them if they want to use us as a model, it would be beneficial for both of us if they manage website for us. Karin is meeting with STLS to talk about whatever their idea is on the 20th. Instead of them trying to teach Karin over and over, we could send them the information and they could manage it. It was suggested that we shouldn’t say we don’t want to do it/manage it ourselves – totally turn them off -- but can make the case for the benefit of all libraries to see a great model. Plan B might be to check with Stacey. She might want to do it or may know a student interested in keeping up the website.

It would be good to try to make note of our website somehow with any article/advertisement we have in the Odessa File. Another reason for STLS to manage website is it would be good to organize and make sure our public documents are accessible. We tried to do it but didn’t keep up after Covid. It would be nice to have our policies, etc. up on our website. We need to update all of our policies. We have personnel policy updated and passed. That is a start Karin pointed out.

What is “Kanopy”? It is a new service to the library: Kanopy is a system for streaming movies. It uses your library card. It doesn’t have big blockbuster movies but does have good documentaries among other movies. Go to STLS.org and there should be a Kanopy option. You’re going to need a PIN or password. Any library patron should be able to set a password themselves through Starcat. Instructions given through Starcat to get PIN updated. Starcat is our on-line card catalog. (Libby is books/magazines

on Director's Report.) Kanopy is a great thing to get on Charlie's website. It would be nice for people who cannot get out any more to realize they have that option.

Mention was made of our mailing list. Is there some way that people can sign up to get on our mailing list If they want to be made aware of library programs, hours and events? Commonly used is "Mailchimp" and there is a cost. Now they're talking about the cost-share budget and they're talking about adding a service for that exactly. Your number of subscribers would determine cost to the library. Other libraries are using Mailchimp to send out info. Kelly has been using Mailchimp for their newsletter and they don't do paper mailings at all anymore. Karin feels like she doesn't mind doing nearly everything electronically and it would be nice to have that option, but it would also be nice to have the paper mailing to reach those who once-a-year look forward to receiving our newsletter.

FINANCIAL REPORT: (No reports)

Should have vouchers from months ago to vote on but have received nothing from the Village Clerk.

Meeting adjourned – motion by Deb Y. Next meeting: **6:00 on October 23, 2025 at DSPML.**

Respectfully submitted, Gail Sgrecci, DSPML Board Secretary