

Dutton S. Peterson Memorial Library

Board of Trustees Meeting Minutes

April 24, 2025

President John Parker called meeting to order at 6:04 PM in person at the Dutton S. Peterson Library, (Session was recorded for the purposes of generating accurate minutes.)

Roll Call: Present: John Parker, Stacey Hetzel, Deborah Yeager, Mike Scullin, Gail Sgrecci, Jenn and Jeff Stevenson

Absent: Sandi Boles, Kevin Greuber and Deb Albro (Karin)

Public to be heard: No public to be heard.

ITEM 1		
Motion to approve last month's minutes		
MOTION MADE BY	SECONDED	APPROVED
Mike	Deb Y.	Unanimously

Mike had a couple questions about last month's minutes (topics discussed during the last meeting):

About digitizing scrapbooks, etc. After digitized, what do we do with the physical copies? Suggestion: Mike offered to build a shelf in the back of the book barn.

President's Report:

John and Deb Yeager went to the first Village Board meeting with the new mayor in office. Jerry had promised John that he was going to talk with the new mayor about our purchase offer. Nothing was said about it during the meeting. John did not get to speak with the new mayor that night. He called and asked Alyssa to have the mayor call him. He has not heard back.

Karin will not have any NYS building grants for this cycle. John has a check

Newsletter ready to go out in the mail.

Village charging deposit for Community Room now. Someone left a message. It has always been free for us in the past. (Karin used it for the “Meet and Greet” with candidates running for Mayor of the Village.) Not sure, but believe we are exempt from charge for use of the Room. Seems someone used it and did not clean up after themselves. They have been banned for a year or more.

Check from Arts Council for Perry. Does that go to Village or us? John had several checks to pass on. He will ask if they go to the library account or to the Village.

Maintenance Report: Mike and Deb Y.

Deb Y. put up a new bracket to hold the pride flag before the Saturday meeting on the 26th.

Crawl space off the north side of building. A ventilation grate to the crawl space has come loose. Mike will check it to make sure no animals are hiding in there. Once determined clear, he will close it back up.

Circulation Report:

<i>Circulations</i>				
<i>Adult</i>	<i>Juv.</i>	<i>Unknown</i>	<i>YA</i>	<i>TOTAL</i>
216	168	7	7	392
-14	+53	+2	+5	+40

<i>Holds</i>	
<i>Provided</i>	<i>Received</i>
166	100
+3	+15

<i>Visitors</i>	<i>Reference Questions</i>	<i>New Cards</i>
326	68	3 A/2 On-line
+75	+12	

<i>Program Attendance</i>			
<i>Adult</i>	<i>General Interest</i>	<i>Children</i>	<i>Teen</i>
5/42	5/185	5/19	2/19
Libby:	Books: 124	Mags: 7	

Director's Report: (Director's Report read by Jenn)

Director's Report April 24, 2025

March was a busy month, and April is proving to be even busier. Programming attendance, in general, is good, especially with programs that are co-hosted by MFL and/or WGPL. The Schuyler libraries are also sponsoring the Schuyler County Historical Society History Talks and History Walks this year. This has increased our reach and recognition throughout the county with 50 attendees at the March History Talk in Montour Falls, and 25 at the April History Talk in Burdett.

We've added two new monthly programs to the calendar; Brain Games on the 3rd Thursdays at 11am starting in May, and Saturday Night Pride for teens on the last Saturday Night from 6-8pm. Our latest book group, "True Crime", has been postponed until further notice due to lack of participation. Also, on May 28th from 3:30-5pm, we are hosting Winterberry Homestead's Walk-Through Butterfly Exhibit at the Village of Odessa Community Room. This program is funded by the 2024 Community ARTS grant (ARTS Council of the Southern Finger Lakes) that was rescheduled last year.

250 Juvenile non-fiction books were weeded out this month due to low circulations, out of date information, and/or poor condition. Room was made for the new Juvenile non-fiction books funded by the \$5,000 John Henry Eldred Jr. Foundation grant.

Nancy Learn, who plays in the local band, Nothin' Special, has volunteered to give a concert performance for the library. This led to the early brainstorming stages for a Community Pot-Luck Picnic, possibly in August. I am reaching out to the Mayor, Village, and Fiddlesticks 😊 to get on board.

Lastly, I am finishing up the final details of the annual newsletter. I decided to switch from using Microsoft Publisher to Canva instead, as it's more user friendly. I tried to keep the same overall look. Please get your suggested edits to me **before Monday, April 28th**. I appreciate your proof-reading skills!

New Grants received in March/April:

- Saturday Night Pride: A monthly 2SLGBTQ+ teen group alternating between DSPML and MFL on the last Saturday evening of the month. Grant from Foundation for Southern Tier Libraries: \$1,750 for 12 months of programs. MFL co-hosting.
- ARTS Council of the Southern Finger Lakes QuickARTS grant, \$500 for Spooky Stories with Perry Ground on October 17, 2025. Co-hosting with MFL and WGPL.
- ARTS Council of the Southern Finger Lakes QuickARTS grant, \$400 for Jennifer Thomas, face painting at Odessa Community Day on July 26, 2025. MFL and WGPL will assist with staffing and activities again this year.
- MFL received a grant from the Foundation for Southern Tier Libraries to host a monthly teen program on Friday evenings, "Sunset in the Stacks", in which DSPML is a co-host. It was agreed that going forward, both libraries will offer more programs and resources on weekend nights for OMCS D teens.

LIBRARY AIDE: Children's Report January 2025 – Stacey Hetzel:

Children's Report-March 2025 Stacey Hetzel

Author visit- On March 1st in collaboration with MFL and WGL, we held a local author visit at MFL. Caytlyn Brooke, of Elmira read from her book *Crimson Crisp*, which is based on Reisingers Apple Country. After the reading, Caytlyn autographed copies of her book and other available titles and answered audience questions. Refreshments were provided. *12 attendees*

Mayoral Meet and Greet- On March 13th, Karin set up and hosted a meet and greet for the community to meet the candidates for Mayor and Village Board. This was held at the Village of Odessa's Community Room. *55 attendees*

Book Sale- On March 22nd, Fiddlesticks Tea Company held a Grilled Cheese Fest. Karin took a selection of books to offer for sale. *50 attendees. Raised \$27.00.*

Story time- Our ~~Saturday~~ ^{Tuesday} story times are staying steady with our regular families and another family that attends a few times a month. A family with a one-year-old attended once so far.

Our Saturday story time is not drawing any participants.

Programs- March 22nd, I held a teen paper chain wall hanging event. No attendees.

March 24th, I held a wood slice ornament painting event. Eight people attended.

Training and a New Program- Karin and I attended training on March 29th, for LGBTQIA+2S youth and programming. Following the training, we held the first Saturday Night Pride monthly social group. This group will be co-hosted with MFL. We will alternate locations every other month. At the first meeting, we had pizza and drinks available. The teens opted to make bracelets and play card games.

Financial Reports: (Handouts attached)

March 2025 & April 2025 DSPML Board Meeting: Pre-paid Vouchers to Village

Dutton S Peterson Memorial Library Income and Expenses: February 2025 -March 2025

Village of Odessa, Library Fund, Detail of Revenues, February 2025

Village of Odessa, Library Fund, Detail of Expenditures, February 2025 (2 pages))

Village of Odessa – Library Fund, Cash Disbursements Summary (Year: 2025, Month: February)

Village of Odessa – Library Fund, Cash Receipts Summary (Year: 2025, Month: February)

Village of Odessa, Library Fund, Detail of Revenues, March 2025

Village of Odessa, Library Fund, Detail of Expenditures, March 2025 (2 pages))

Village of Odessa – Library Fund, Cash Disbursements Summary (Year: 2025, Month: March)

Village of Odessa – Library Fund, Cash Receipts Summary (Year: 2025, Month: March)

READ THROUGH ALL REPORTS ALOUD – NOTED BALANCES

Why did sign language come out of the Village if it was to be paid for by a grant? (\$300 for sign language classes and \$200 for the books). It was out of programming.

- 3/31 expense – Amazon – 37.99. What for? Didn't get a voucher for.
- 3/31 Village – District Funding. 75.00? What for?

Income and Expenses

- Pay pal check John tried to cash 1/2025. ATM wouldn't cash. Explanation from bank – check expired in 12/2024. We were charged \$10 for that.

ITEM 2

Motion to approve financial reports -- pending clarity on two (2) things Sandi said she did not understand at our next Board meeting.		
MOTION MADE BY	SECONDED	APPROVED
Jenn	Gail	Unanimously

John said our CD will mature in another month or so. Do we want to decide tonight to reinvest CD once matures or wait to decide until next month? Make a motion tonight to reinvest into another CD.

ITEM 3		
Motion to reinvest CD		
MOTION MADE BY	SECONDED	APPROVED
Deb Y.	Mike	Unanimously

NEXT FISCAL YEAR: (Excuse Stacey from meeting to discuss personnel topics.)

End of May is the end of our fiscal year.

Salary increases occur.

John making sure we voted on raises at past meeting. Based on that, John will write a letter to the Village stating new salaries starting in June.

John was hoping to have Karin's appraisal done by now but a little behind as busy at Cornell. He will have it for May meeting.

Any other new business? Thoughts on Architects? Village supposed to start clean-up of property. Brian from STLS offered to put us in touch with Architect(s) that other libraries have used. We don't want to spend any money for consultations/architect until we figure out where we stand with the property purchase. Once get moving on this project, we will have to consider handicapped access. (Elevator VS ramp or simple-lift depending on 1 or 2 story. Elevator will double the cost.)

Meeting adjourned.

Meeting was adjourned at 6:52 PM. Next meeting: 6:00 on May 29th at DSPML.

Respectfully submitted, Gail Sgrecci, DSPML Board Secretary