

Dutton S. Peterson Memorial Library

Board of Trustees Meeting Minutes

June 26, 2025

President John Parker called meeting to order at 6:00 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, Mike Scullin, Gail Sgrecci, Deb Albro

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

Public to be heard: No public to be heard.

Minutes approval is postponed until our next meeting.

MAINTENANCE REPORT: Mike and Deb Y.

The lock on the door got fixed. Brian got the parts.

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

Children's Report (John read)

May 2025

Storytime

Attendance has been good. We have a new family that has started coming. We now have up to four families attending.

Programs

Karin has started a monthly program called Brain Games. It is held on the third Thursday of every month. Six people attended the May program.

On Wednesday May 28th DSPML hosted a walk-through butterfly exhibit at the Village of Odessa's Community Room. Winterberry Homestead brought eight butterflies; quite a few chrysalises, some were trying to make their way out and some

butterfly friendly plants. Lindsay was very knowledgeable and answered everyone's questions. 40 people attended.

The American Sign Language classes held in April were extended through the end of May. We had good attendance for the ASL classes, and we hope to offer more at a later date.

On Saturday, May 31st DSPML hosted the monthly Saturday Night Pride program. Karin taught the teens how to make junk journals. The teens enjoyed the event, and some have already been back to work more on their journals.

Training

On Friday, May 9th Karin and I attended STLS's Spring Continuing Education training held at the Corning Radisson. We each received five hours of continuing education credit.

On Saturday, May 31st Karin and I both attended 211's Youth Mental Health First Aid class. We received certifications that are good for three years and the certificate states the course is eligible for 6.5 contact hours of continuing education credit.

PRESIDENT'S REPORT:

STLS has partnered with someone to offer all kinds of health and other insurance as a group. (Mike from STLS emailed John about.) If anyone here is in the market for health insurance, John can forward the email.

John's term is up in December 2025 or 2026. Who will be the next President? He cannot renew so will be done.

DIRECTOR'S REPORT (Karin absent/ill; John read)

Circulation Report:

<i>Circulations</i>				
<i>Adult</i>	<i>Juv.</i>	<i>Unknown</i>	<i>YA</i>	<i>TOTAL</i>
<i>174</i>	<i>197</i>	<i>9</i>	<i>5</i>	<i>385</i>
<i>-1</i>	<i>+57</i>	<i>-2</i>	<i>+4</i>	<i>+58</i>

<i>Holds</i>	
<i>Provided</i>	<i>Received</i>

151	86
+12	-4

Visitors	Reference Questions	New Cards
309	57	3 A/1J/1 On-line
+7	-2	

Program Attendance			
Adult	General Interest	Children	Teen
6/47	5/85	4/32	1/7
Libby:	Books: 102	Mags: 12	

POTLUCK – COMING UP

August 16th – Games for the kids. Zucchini bread contest.

FINANCIAL REPORT: (Handout attached)

May 2025 & June 2025 DSPML Board Meeting: Pre-paid Vouchers to Village
(attached)

READ THROUGH REPORT ALOUD

\$40.65 for WAR & SAR – Deb Y. thinks that is the new sewer charge but unsure.

April 2nd. Cylinder Repinned. \$85.00. “A lot to change the locks to be alike”.

- Note: If we get billed for the door lock repairs recently done, it should be covered under warranty.

All standard items on report with the exception of WAR & SAR.

ITEM 1		
Motion to approve financial vouchers -- Vote to accept Financial Vouchers with the proviso that we move \$40.65 to our next meeting; until we get clarity on that one item.		
MOTION MADE BY	SECONDED	APPROVED
Deb Y.	Gail	Unanimously

John asked Stacey if she could contact Alyssa and ask her to contact Sandy. Alyssa has been non-responsive. Sandy cannot close her books out for the year because the Village has not sent her the Village closing financial reports. We should have been able to close the fiscal year as of May 31st today but will have to wait. (Deb A. said that Alyssa has been sick. Alyssa has been working from home some and Sandy may be able to message her through facebook. John noted that Sandy is not on facebook.)

OTHER ITEMS FOR DISCUSSION:

Deb A. – there is a dead bush outside of the library. Is it ok to cut? John has a saw with him and will do after today's meeting.

Regarding DPW lot across the street. The Village is obligated to start clearing the lot; apparently has 1.5 years to clean out the lot. Library has legal right of first refusal. Unless Village can sell for more than \$40,000, the library will end up buying it. John would like to meet with Dustin and be able to explain our interest. Village meetings have been crowded and are not necessarily the place to speak publicly when really just want to have a conversation with the new mayor. John would be delighted if Deb A. would message Dustin (Mayor) and invite him to our next meeting. It is felt that there is a misunderstanding between the Village and the library. John's position is he would like to see this as a partnership between the Village and the library. Deb A. suggested that Cindy Emerson is another person to invite. She was on the library board for Montour Falls for a long time. She is on the Town Board now.

Meeting adjourned.

Meeting was adjourned at 6:34 PM. Next meeting: Not July 24th as Agenda handout says ... should be 4th Thursday of August. **6:00 on August 28th at DSPML.**

Respectfully submitted, Gail Sgrecci, DSPML Board Secretary

May 2025 & June 2025 DSPML Board Meeting: Pre-Paid Vouchers to Village

Invoice Date (earliest)	Due Date	Voucher Date	Vendor	Description	Vouchered Amount	Accounting Code
5/7/2025	5/31/2025	5/21/2025	Village of Odessa: 3/01/25 - 4/30/2025	Water	\$236.00	L7410.450
				Sewer	\$35.00	
				WAR & SAR	\$40.65	
4/1/2025	5/1/2025	4/24/2025	STLS	Invoice: 4934 - Quarterly IT Contract January, February, & March @ \$110 ea.	\$330.00	L7410.435
4/8/2025	4/26/2025	4/24/2025	Reader's Digest Large Print Renewal	Acct Number: 086440204	\$30.00	L7410.413
		5/21/2025	Review & Express	Invoice 299: Annual Renewal	\$50.00	L7410.413
	7/1/2025	4/24/2025	Junior Library Guild	Invoice: 713072 - Annual Renewal 7/1/2025 - 06/1/2026 - Graphic Novels and Read Alouds	\$598.36	L7410.410
4/3/2025	5/3/2025	4/24/2025	Watkins Glen Area Chamber of Commerce	Membership Dues	\$100.00	L7410.406
4/28/2025				Amazon Invoice 111-0015691-6018660: Self-Inking Notary Stamp	\$24.95	L7410.430
				Amazon Invoice 111-4700180-6280224: Notary Journal Log, Paper Clips, and Sounds of Silence A Monks Journey	\$40.66	L7410.430
5/1/2025			Village Credit Card - TTC	Amazon Invoices: 111-6591849-0440230, 111-0821267-1539454, 111-5187130-2197841, 111-6392137-5675410, 111-1864724-4438658, 111-0242208-0760276, 111-9277263-8276219, 111-9632516-7950653, and 111-3658454-0832267 - Various Books	\$295.21	L7410.410
5/5/2025				Amazon Invoice 111-3107824-1906648: 1000 Bead Tin Neon Bright Barrel Pony Beads	\$7.58	L7410.429
3/2/2025	4/2/2024	4/24/2025	Baker & Taylor	Invoices: 2038969608, 2038990379, 2038955024, and 2038976460	\$478.15	L7410.410
4/30/2025	5/30/2025	5/21/2025	Baker & Taylor	Books - Adult Fiction and Juw Books	\$367.18	L7410.410
4/2/2025	5/2/2025	4/24/2025	Brian R. Envy	Invoices: 20339032552, 2039048962, 2039077164, 2039002576, 2039036168, 2039051581, and 2039077252	\$85.00	L7410.452
3/24/2025	4/24/2025	5/21/2025	ABDO Publishing Company	Books - Adult Fiction and Juw Books	\$1,389.15	L7410.410
5/6/2025	6/6/2025	5/21/2025	Jennifer Thomas	Cylinder Reprinted (Locks Changed)	\$325.00	L7410.429
3/1/2025	3/28/2025	3/21/2025		Invoice: 0063088 - Juw Nonfiction Books	\$93.68	
4/1/2025	4/28/2025	4/21/2025	Empire Access	Saturday Night Pride 9/27/2025 - Doll Head Planter	\$59.76	
5/1/2025	5/28/2025	5/21/2025		Telephone Service	\$87.80	L7410.431
4/9/2025		4/9/2025	Toshiba Financial Services	Contract Payment: 5/1/25 - 6/1/25	\$312.52	L7410.432
				Contract Payment: 6/1/25 - 7/1/25		
				Property Damage Surcharge & Freight		
Total:					\$5,016.65	

What is this new charge?
Self Insured

Duplicate - Renewed 3/24/2025;
Please check label for exp date,
which should be for 2 years.

Duplicate - Renewed 3/24/2025;
Please check label for exp date,
which should be for 2 years.

Paid Full Price; Discount of \$11.97
if paid on or before 6/1/2025.

Need to Reimburse Village - John
Henry Eldred Jr Grant
Foundation of Southern Tier
Libraries Grant
Autopay Village Bank Account
Autopay Village Bank Account