

# Dutton S. Peterson Memorial Library

## Board of Trustees Meeting Minutes

October 23, 2025

**President John Parker** called meeting to order at 6:10 PM in person at the Dutton S. Peterson Library, (Session was recorded for the purposes of generating accurate minutes.)

**Roll Call:** Present: John Parker, Gail Sgrecci, Jenn Stevenson, Jeff Stevenson, Mike Scullin and Karin

Absent: Sandi Boles, Kevin Greuber, Deb Albro, and Deborah Yeager

Public to be heard: None.

<b>ITEM 1</b>		
Motion to approve September 25, 2025 meeting minutes as written.		
<b>MOTION MADE BY</b>	<b>SECONDED</b>	<b>APPROVED</b>
Jenn	Mike	Unanimously

### **PRESIDENT'S REPORT:**

John sent the Mayor a text asking him to give him a call about figuring out financial information. He has not heard back. John has a copy of Sandi's email about financial information that she is missing. She wanted to talk with Dustin (Mayor) about that but hears that the clerk (Alyssa) has been terminated.

John has not heard back from Dustin. There is a lot of catching up to do. The Annual Report will be affected more for next year. This year should be ok.

John filed an extension (on 10/15) to file our taxes so we have another 6 months to get those submitted.

### **MAINTENANCE REPORT**

No maintenance issues. Everything has been working. Noted tonight that a couple of lights need changing inside the library. Mike will look into what ballasts these lights have. Check into getting LED lights. LEDs are 5 or 6 times the cost but will last considerably longer and work better. Karin would prefer a warm light – not bright white.

## Children's Report (Read aloud by Karin)

### Children's Report

#### September 2025

Stacey Hetzel

On Saturday, September 13<sup>th</sup>, A Walkin' History Tour of Odessa was held. The walk started at DSPML, and coffee and donuts were offered.

On Wednesday, September 17<sup>th</sup>, Karin attended a special screening of the PBS Documentary "Free for All: The Public Library", at the Watkins Glen Theater.

On Saturday, September 20<sup>th</sup>, in partnership with Montour Falls Memorial Library, Watkins Glen Public Library, and Schuyler County Historical Society, two Walkin' History Tours of Burdett were held. At 10:00am, North Burdett was explored, and at 1:00pm South Burdett was explored.

On Saturday, September 27<sup>th</sup>, the monthly Pride group was held at DSPML. Jenn Thomas held a doll head creepy planter event. Thank you to Jenn for the fun event for the teens.

On Tuesday, September 30<sup>th</sup>, Winterberry Homestead held a Seaside Spa program. Seashell candles, soap in silicone molds, and jewelry making were offered.

Story time has continued to be steadily attended. We recently had two new families with babies attend. We are hoping they will attend regularly.

Karin spoke about "Halloween movie night". Plan is to watch two movies. Get pizza and heckle bad movies. One is the "Swamp Thing" and she hasn't decided on the other yet.

### DIRECTOR'S REPORT

New sign in the window.

Two Grants in the works.

First Grant: **Fence Grant** – Jeff Stevenson is installing the fence posts on Monday. Thank you. Karin will have everything ready. Jeff asked if there is gas coming into the building? There probably is but it is not being used. The service is in the kitchen on the back wall. Karin will call 811 tomorrow (10/24) morning before starting any digging. Jeff will mark post spots tomorrow so DIG people can see.

The last two days, Karin posted pictures and bios of artists on Facebook. The next two days she will post "Sneak Peaks" of the panels. Karin would like to have some kind of party/program to "come see our fence" once it has been completed.

Karin is thinking about getting solar lights – 5 hours of lighting after dark – to attach to the new fence/reading nook. Karin also wants to get a plaque recognizing the artists along with the grant. Maybe include date and something about gardens. Recognize also Gail Greuber and Carol Fagnan.

Second Grant: Karin applied to put in a **pollinator garden**. \$400. She reached out to the Cornell Cooperative Extension. They are on board to help out. Cheryl Larson, Master Gardener, will come help. She has volunteered to bring in some plants from her garden (regardless of whether we get the grant or not). Three separate locations for the pollinator gardens:

- Front plot
- Small strip of grass between sidewalk and the patio
- Shaded herb garden on side of book barn

Karin is going to invite the CCE to do a presentation to teach the importance of pollinators. How our farmers and crops rely on a healthy pollinator population. Tell people how they can help as individuals by planting native plants to support them, etc.

A bad thing that happened recently: **Baker and Taylor**, our book supplier, has closed. Orders had not been coming in and when Karin called, she received no response. When she finally got through, she was told that they had closed. September is a big publishing month. Missed some popular titles to be able to circulate in a timely way because of this. After 3 or 4 months of a book being in circulation, it is considered old to patrons and won't circulate anymore. They will have already found it somewhere else.

Now using **Ingram** – Rob Scott is the regional representative. He walked Karin through the ordering process as it is different from B & T. She just put in a big order that should be coming in within the next two weeks. The downside is that they don't have the means to process our books as far as plastic coating and labels because they have been hit with a wave of new clients. We will have to take spines down to put numbers in, etc. We will have to print out spine labels and attach them. Can we ask STLS if they can help? STLS is helping libraries with B & T accounts to transfer over – computer processing but not physical staff. Karin cancelled all back orders with B & T. Volunteers can help stamp dates, add bar codes, etc. to books.

Karin ordered from Amazon to catch up a little with a few new books in the meantime.

Bob Crippen called to ask about our website. He was looking to read the minutes and said the newest minutes weren't there. He was looking because he wants to leave the library in his Will. She let him know that STLS is helping with our website. Karin has had one session with STLS and the website is already looking better. Karin also told Charlie Haeffner (with the Odessa File) that our website is undergoing remodeling and that it will be up-to-date soon. Minutes are now being read by the public and people who may consider making a donation to us. We want to show what we do with/for the community and present a good image.

3D printer - Casey Hobbes works at Montour Falls Library and also at STLS. We were working together to try to do 3D printing programs. He took the 3D Printer to Montour Falls so he could fiddle with it; learn so he could teach classes ... he concluded that the machine we have is more of a professional grade printer. It is not a beginner-friendly machine. We purchased it through a foundation grant. Do we have someone who wants to learn how to use this one or do we sell it? Karin will ask STLS if anyone there has interest. Ok to sell if we can. Karin will look into what to do with the machine.

The Summer Learning Program for 2026 is "Dig into Reading" or something similar to that title. Karin is going to do a time capsule. She will talk to Dustin about finding somewhere to bury it and wants to get the community involved. Be thinking about items to include and/or places to possibly bury the capsule.

**DIRECTOR'S REPORT** (read aloud Karin)

(Circulations were “through the roof” considering that there were no new books to circulate.)

**Circulation Report:**

<b><i>Circulations</i></b>				
<i>Adult</i>	<i>Juv.</i>	<i>Unknown</i>	<i>YA</i>	<i>TOTAL</i>
<i>179 + 30</i>	<i>200 + 74</i>	<i>11 – 5</i>	<i>7 + 4</i>	<i>397 + 103</i>

<b><i>Holds</i></b>	
<i>Provided</i>	<i>Received</i>
<i>145 + 21</i>	<i>76 + 9</i>

<b><i>Visitors</i></b>	<b><i>Reference Questions</i></b>	<b><i>New Cards</i></b>
<i>334 + 75</i>	<i>57 + 8</i>	<i>10-A, 1 – on-line</i>

<b><i>Program Attendance</i></b>			
<i>Adult</i>	<i>General Interest</i>	<i>Children</i>	<i>Teen</i>
<i>4/35</i>	<i>2/18</i>	<i>5/31</i>	<i>1/10</i>
<i>Kanopy: 0</i>	<i>Books: 159</i>	<i>Mags: 23</i>	

**Meet 11/20<sup>th</sup> for next Board meeting (instead of on Thanksgiving).**

**Skip December for meeting.**

**Meet in January for Party** and a brief meeting. We are looking at the second week of January – between the 5<sup>th</sup> and the 10<sup>th</sup>. Board Members please let Karin know if any preference as to what day to have it. It does not have to be on Thursday. Do we want to have it on Saturday? It will be held at the new Community Room.

- John will bring chilli
- Sandi will bring green goop

**Sexual Harassment Training was due in October.** Send/bring certificate to Karin at the 11/20<sup>th</sup> meeting. We will push to have all certificates collected by the end of the year. Karin will send an email to Board members. It is possible to do the Class through a link on the STLS website for those that have not done this through their job

Meeting adjourned – 7:03. Next meeting: **6:00 on November 20, 2025 at DSPML.**

Respectfully submitted, Gail Sgrecci, DSPML Board Secretary