

Meeting was called to order by President Edward Erhart at 4:30 pm

In attendance: Ed Erhart, Sue Gilman, Sandy Blood, Gretchen Walker, Camilla Lulas, Tyler Soderlund

A motion was made by Sue and 2nd by Gretchen to accept the Secretaries report as written – Carried

A motion was made by Cammy and 2nd by Allison to accept the Trustee Ethics Statement as written – Carried

A motion was made by Allison and 2nd by Gretchen to accept the Code of ethics as written – Carried

A motion was made by Gretchen and 2nd by Sue to accept the Sexual Harassment Policy as written – Carried

A motion was made by Sue and 2nd by Sandy to accept the Sexual Harassment forms as written – Carried

A motion was made by Sue and 2nd by Allison to accept the Public Relations Policy as written – Carried

A motion was made by Sandy and 2nd by Allison to accept the Employment Policy as written – Carried

A motion was made by Sue and 2nd by Allison to accept the Web Page Disclaimer as written – Carried

A motion was made by Sandy and 2nd by Gretchen to accept the Child Behavior and Safety Policy as written – Carried

A motion was made by Sue and 2nd by Gretchen to accept the Key Policy as written – Carried

A discussion was held on raises for 2026. Raises start on January 1st.

A motion was made by Sandy and 2nd by Sue to give raises of \$.50 an hour to Emma and Paula plus Paula gets 1 more vacation day a year. – Carried.

A discussion was held on the time sheets.

A motion was made by Cammy and 2nd by Gretchen to accept the changes to the bylaws as discussed – carried

A discussion was held on raising the tax levi to \$10,000.

A motion was made by Sue and 2nd by Cammy to stay with the agreed upon \$5000.00 increase of the tax levi – Carried

A motion was made by Sue and 2nd by Sandy to not hold a December meeting - Carried

A packet of policies was given to each board member to review for the January meeting.

A motion was made by Sandy and 2nd by Cammy to accept the treasures reports as written. Carried

Our on-line banking is not showing the 3rd CD on our account. Sue and Sandy went to the bank to try to have this fixed.

We have received \$1104.79 in interest on the 3rd CD.

A discussion was held on our budget for 2026, the new budget was handed out.

A motion was made by Allison and 2nd by Cammy to adopt the budget as written – Carried

A motion was made by Sue and 2nd by Gretchen to accept the Budget Information Sheet as proposed – Carried

A motion was made by Cammy and 2nd by Allison to accept the Fiscal Policy for 2026 as written – Carried

A motion was made by Sue and 2nd by Gretchen to remove Cliff Benson as a check signer and from any other library business and to add Cammy Lulas as a check signer – Carried

A motion was made by Cammy and 2nd by Gretchen to establish our return check fee as \$35.00 – Carried

A discussion was held on setting the rate at which receipts must be given our rate is \$10.00 and over must be given a receipt.

Starting in January purchase orders must be produced for every order and matched to the bill

We have received our stamp for endorsing checks that we discussed last month.

A motion was made by Sandy and 2nd by Allison to put half of the levi money (\$50,000.00) in a 6-month CD at the Cattaraugus County Bank - Carried

A motion was made by Sue, 2nd by Sandy to accept the director report as written. – Carried

A motion was made by Sue and 2nd by Gretchen to approve the annual letter as written – Carried

A discussion was held on changing the hours the library is open starting in January.

A motion was made by Cammy and 2nd by Allison to accept the new hours as presented – Carried

A discussion was held on 2 people working at all times this was tabled until January.

Old Business – Two of our three lap tops can be upgraded to windows 11. Our third lap top will need to be disposed of.

New Business – Christmas on the Bricks will be held on Friday the 12th of December from 5pm to 7pm we will be doing a craft from 4 pm till gone along with giving away books and a take home craft.

Windows will be done in white lights and the school kids will be making ornaments for the tree.

We are trying new displays in the Children's area to attract the kids.

A motion was made by Sandy and 2nd by Cammy to add all remaining donations that are unspecified to the upstairs project in the amount of \$1720.43.

Our next meeting is on January 21st, 2026. Reports are due by the 12th of January.

Meeting was adjourned at 6:00 pm.

Submitted by Sandy Blood