

Montour Falls Memorial Library • Board Meeting Minutes

Wednesday, October 22nd at 4:30pm

*Requires board vote

Trustees Present: Bruce Boughton, Noah Bump, Amanda Wiley

Trustees Absent: Jen Lyn Fisher (excused), Katherine Herleman

Others Present: Jessica Westlake

Meeting called to order 4:30p.

- **Approval of Minutes**
Bruce motioned to approve the minutes. Noah seconded. All approved
- **Public Expression**
None.
- **Treasurer's Report.** Noah motioned to approve Treasurer's Report. Amanda seconded. All approved.
Surplus of \$25,000 at end of year. The surplus last year was \$40,000.
Jess stated there might be some adjustments later due to grants.
 - Budget 2026 Draft* Reviewed budget and discussed asking for 10% increase in tax levy. No major changes from 2025 to 2026. Noah motioned to approve the draft. Amanda seconded. All approved.
 - Tax Cap* Noah motioned to approve. Amanda seconded. All approved.Whereas, the adoption of this 2026 budget for the Montour Falls Memorial Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it resolved, that the Board of Trustees of the Montour Falls Memorial Library voted and approved to exceed the tax levy limit for 2026 by at least the sixty percent of the board of trustees as required by state law on October 22, 2025.
 - Personnel Wages. Will table discussion for November meeting.
- **President's Report**
 - Volunteer Hours. Send September volunteer hours to Jen.
 - Trustee Handbook. No updates.
- **Committee Reports**
 - Building & Grounds Committee. Did not meet.
 - Finance/Executive Committee. Met and discussed budget.
 - Fundraising/Grants/Community Relations Committee. Did not meet. Will need to meet soon.
 - Historical Records & Artifacts Committee. Did not meet.
 - Personnel/Nominating/Policies Committee. Did not meet.
- **Director's Report**
 - Annual Meeting. Board discussed to move to November 19th.
 - Open Hours. Closed on Wednesdays then tacking two hours onto Friday. Jess stated the library will announce other open hours for special programming, as needed.

- Book Sale. The library earned \$581 during the book sale at Harvest Festival. The Falls Harvest Festival 10/4 - total of 400 patrons down from 900 in 2024 however, we were open about 4 hours less due to being short staffed and down volunteers. We saw visitors from Buffalo, Albany, NYC, Pennsylvania, Ohio, Virginia, Canada, North Carolina, Florida, Texas, Oregon, California.
- Gather & Grow. It is a virtual Southern Tier Library System conference occurring on Friday, December 5th. The President of the American Library Association is the keynote speaker.
- VoIP and computer upgrades. \$825 for phone equipment – we do not have the service amount yet (will be quarterly). The library currently pays Empire \$600 per year. The new system will be able to transfer and direct calls. Money was set aside in the budget for equipment (tech upgrades).
- Children's room light fixture will be replaced. Lattice on back ramp has been completed. Will have two handicap parking spaces on Schuyler Street near ramp – waiting on approval.
- Staff Reports
 - Book Review Club. Stickers go in select titles. Scan the QR code and people can review the book, then with permission the library will share for others to see.
- Elves Program through Cornell. Asked to adopt a family for the holiday. Asking for \$150. Board approved this request.
- Grants
 - American Library Association (ALA). No updates.
 - Foundation for Southern Tier Libraries. No updates.
 - Anagnost/Summer Learning Program. Working on report.
 - Construction Aid (Halco). Working to close.
 - Sustainable Finger Lakes Neighborhood Mini-Grant Program for Keuka & Seneca Watersheds (Rain Garden) – Received grant. Discussed placement so other systems can be worked on without disrupting the garden. Discussed where to receive plant donations (PCL).
 - 2026 Infinite Sums Rural and Small Libraries Cohort Grant Program. Grant for math education. Library has applied for the grant. Would be \$10,000.
- Adjournment

Bruce motioned to adjourn. Noah seconded. All approved.

5:09p