

**Chautauqua-Cattaraugus Library System
Board of Trustees Meeting**

October 9, 2024
Chautauqua Harbor Hotel, Celoron
5:15 pm

MINUTES

1. Meeting called to order at 5:20 PM
 - a. Present: Don Watkins, President; Don Butler, Vice President; Reed McElfresh, Treasurer, and Cody Whitton, Barb Kittle, Sandy Blood (as of 5:28) Trustees; Jan Dekoff, Executive Director
 - b. Guest: Cassey Blakeslee Prendergast trustee
 - c. Absent: Nancy Padak, Ned Lindstrom Sandy Blood

2. Public comment (3-minute limit per person)

3. Consent Agenda: Consent agenda items are considered to be routine and are acted on with one motion.
 - a. Changes or additions to the agenda
 - b. Approval of minutes of previous meeting
 - c. Don B/Steve all in favor

4. Treasurer's Report
 - a. Budget Update
 - i Overall good things. Interest is still doing well! Have exceeded amount we budgeted, expecting downward shift soon. Third quarter payment in from Cattaraugus County. Other gifts: \$500 donation from Randolph patron to put towards ebooks. Mileage: still doing very well 35% of budget left. Jeff using Subaru is working well. Credit for 25 additional annual meeting dinners. Attorney fees: \$375 paid for help with issues Ellington Farming library vote (concerns regarding wording of proposition), we're being billed as we use the service—only paying for services we use. Workers comp—adjustment based on audit—increasing premium. Expenses have been standard. Cost for truck is \$50,009.78 before \$5000 trade in credit on 2017 truck. Reed/Cody all in favor

5. Unfinished Business

- a. 2024 Truck Purchase approval of purchase price of \$50,009.78 Don B/Cody all in favor
 - b. 2024 Construction Grants: retroactive approval of Ashville Free Library, Kennedy Free Library, Increase for Lakewood, Olean Public Library. Steve/Reed all in favor
 - c. Lease Negotiations with Prendergast Library—Prendergast is willing to negotiate.
6. New Business
- a. a. Ad-Hoc committee for Lease Negotiations: Reed McElfresh, Don Butler, Steve Crowley. Motion Sandy/Don B. all in favor
7. Director's Report:
- a. Report on System activities – Janice Dekoff
 - b. CCLS staff did an amazing job putting together workshops and events this evening.
 - c. All 11 construction grant applications in fall 2023 were funded!
 - d. Dunkirk is finishing their project
 - e. We have submitted the 15 construction applications-three additional libraries came together to help max out or fund.
 - f. Working on budget for 2025—have requested 5% increases from Catt & Chautauqua counties.
 - g. Meeting with Kathy G and Health Insurance broker next Wednesday. Rates likely going up.
 - h. Kathy G and Jan have met with Mid York library system regarding NYLAF investment option. Seems to be money management service and has fees associated with it. Feeling is we're fine to stay where we are right now. Not recommending moving forward with this option right now.
 - i. Jan has done a lot of trustee trainings including a lot of work on open meetings laws. Good session on votes and construction grants at Randolph. Change in director at Clymer French Creek. CCLS is assisting with clean up and will help with onboarding new director.
 - j. Sustainable funding: moving forward well—Ellington has 414 vote in November. Meyers in Frewsburg looking at 259 vote in spring.
 - k. Brocton library in starting stages of looking at going for a vote.
 - l. New delivery truck was brought to us on 10/1. Drivers outfitted it with shelves and it is now on the road. 2017 has been turned over to Schultz. 2023 and 2024 now.
 - m. Motion to accept: Sandy/Cody all in favor

8. Next meeting at 6:00 PM on 12/11 at Randolph Library, Randolph

Next meeting: Wednesday December 11, 2024 – 5:15pm, Randolph Library, Randolph

Respectfully submitted,

Reed McElfresh--Treasurer