

Minutes of the David A. Howe Library

Board of Trustees Meeting

March 11, 2025

Trustees Present: Nic Gunning, Director, Donald Comstock, President, Emily Peavey, Vice-President, Madeleine Gasdik, Tim Colligan, Tom Reuning, Nancy Reuning, Treasurer, Kris Green, Nora Burdick, Anne Sobeck, Secretary

Trustees Absent: none

The meeting of the finance committee and Ed Bysiek was called to order at 7:30am by President Comstock. Mr. Bysiek presented an overview of the DAHL 2024 Audit. He held a question and answer session at the completion of the overview.

President Comstock called the March 11, 2025 meeting to order at 8:03am.

Discussion and Approval of Minutes and Financial Reports: A motion to accept the February 2025 minutes and financial reports was made by President Comstock and seconded by Trustee Colligan. The motion carried. (9,0)

Public Comment Section: none

Director's Report:

A. Statistics

-Director Gunning reported an increase in total checkouts and a significant increase in digital materials usage.

Programs

-Director Gunning reported that the WRP (Winter Reading Program) and teen programming had good participation. The Schuson/Aldrich Art Show and the community meal were well attended.

B. News from the Library

-The Annual Easter Egg Hunt is planned for April 12th.

-February 5th was Library Advocacy Day. Kate E. attended representing the DAHL.

-The second WRP had 57 adults and 36 youth participate. All prizes were paid for by the Friends.

-The 2024 Annual Report for Public Libraries was completed and submitted.

C. Department Reports

Youth: Ally participated in the African-American Read-In of the Southern Tier. She read to sixth graders at the Corning Painted Post Middle School. Kate M. continues storytimes at YMCA, Trinity, Headstart and Starbridge. Friday storytimes remain consistent.

Auditorium/Exhibits: The Amber Schuson and Amanda Aldrich Art Show was well attended.

Kate E. and Jessica Borchert hosted another successful “open studio time” in the Gallery.

Kate E. met with Bruce Campbell the Director of Allegany County Area Foundation. They spoke about volunteering on the ACAF’s grant committee and/or board and possible funding for the Shake on the Lake’s performance at the DAHL this July.

Technology: Gary has successfully completed updating the library server. The library would like to update staff computers and obtain a Microsoft license.

Building and Grounds: Electrical work, plastering and painting has been completed in the auditorium. After another sewer issue was resolved in the lower level of the library, repair work to floor and walls has begun. A top floor toilet was repaired after a small leak was discovered. The auditorium entrance has a new exterior light installed.

Grants and Funding:

-Director Gunning submitted a grant request through the Kelsey Naylor Family Foundation for the matching portion of the parking lot/brick wall project that will be partially funded by the State Construction Grant.

-After much discussion, a motion to pay off the remaining \$177,976.36 on the boiler loan from the funds of a recent one-time estate donation was made by President Comstock and seconded by Trustee Gasdik. The motion carried. (9,0)

Committee Reports:

Finance- A motion to accept the DAHL 2024 Audit as reviewed by Ed Bysiek and the finance committee was made by President Comstock and seconded by Trustee T. Reuning. The motion carried. (9,0)

Friend’s Report:

A balance of \$17,485.41 was reported and \$20,251.10 was placed in CD’s.

A “Dinner for Eight” has been planned for May.

Old Business:

-A motion to accept Jodi Pearson for the open seat on the BOT was made by President Comstock and seconded by Trustee Burdick. The motion carried. (9,0)

-A motion to leave the library insurance as is and revisit this topic in January 2026 was made

by Trustee Colligan and seconded by Trustee T. Reuning. The motion carried. (7,0)

-A motion to approve a decreased rental fee for Starlight was made by Trustee Burdick and seconded by Trustee Gasdik. The motion carried. (7,0)

-A motion to authorize Donald Comstock, Emily Peavey, Nancy Reuning and Amanda Smith to act on behalf of the David A. Howe Library in matters relating to Vanguard accounts in the library's possession was made by Trustee Colligan and seconded by Trustee Gasdik. The motion carried. (7,0)

New Business:

-Director Gunning spoke with a patron regarding a book challenge and he assured them that the library follows the procedure outlined in the DAHL Administrative Policy Handbook.

-Quentin Case was hired for the open maintenance position.

Adjournment:

-A motion to adjourn the meeting at 9:16am was made by Trustee Gasdik and seconded by Trustee Burdick. The motion carried. (7,0)

Respectfully submitted,

Anne Sobeck

Secretary

