

Attendees Present

Sara Marsowicz, Jason Hammond, Susan Nickle, Terri Sutherland,, Matthew Woelfle, Stacy Korzenieski and Pam Czarniak.

Attendees Absent

Laurie Dolce (excused) and Mary Beth Muldowney

President Matthew Woelfle presided. Called to order at 4:15 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: Minutes of the November 26, 2024 meeting were approved. (S. Marsowicz; M. Woelfle).

RESOLVED: Financials were submitted via email by Bev Sutton & reviewed by Jason Hammond.

Approval of Bill Payments & Budget Transfers

Motion made to accept by S. Korzenieski; S. Marsowicz. Approved by all in attendance.

Children's Room and/or Computer Lab Report

Submitted and reviewed by Pam Czarniak.

Written report submitted by Michele Quatroche

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

1. Discussion/Ideas for 120th Anniversary Open House will remain on hold until Spring and/or various building projects are completed.

New Business

1. 2022-2025 Long Range Plan: Reviewed the progress & discussed priorities and/or consideration to modify the current plans.

2. Committee Reports: Updates on the Building Construction & Maintenance committee were given by S. Marsowicz. Also, Employee Engagement updates were presented by S. Nickle & T. Sutherland.
3. Capital Projects: Identified possible goals for the 2025 NYS Construction application. The likelihood of pausing the construction application for 2025 was presented.
4. Architect- Capital Project fee proposal from David Walter was paused from approval until further explanation of information on the invoice is addressed.
5. Library Election: Motion to accept Tuesday, June 17, 2025 (M. Woelfle; T. Sutherland) Approved by all members in attendance. Recommendation was made to the possibility of dropping the proposed tax increase for 2025 due to the upcoming increase of the city tax.
6. Library Policy Periodic Review/Update: Awaiting revisions to the Patron Conduct & Personnel policies from Mr. Schofield to allow local wineries at library events. Also, Jason will inquire how other local libraries proceed in regards to inclement weather closings of their respective libraries, and the designation of the library as a “warming station” in our area.
7. Thanks & Acknowledgments: Cards of thanks were sent to Daniel D. Reiff for the two reference volumes on historic preservation of WNY architecture; Dom Polski Polish Literary & Assembly Rooms \$50.00 donation; Thursday Knitting Group for the warm hats to be distributed to those in need and lastly to the Kosciuszko Club for the \$100 donation.
8. Finances/Income: Discussion and budget planning will commence for the July 2025-June 2026 fiscal year. Jason updated the board that our audit was completed/reviewed by JMA, J. Hammond, S. Marsowicz & B. Sutton.
9. Andrea Gestwicki attended as a guest visiting for possible interest in serving on the library board.
10. Monthly Tasks:
 - December**-Finish and post Annual Report to the community. (Currently undertaking a new format-still a work in progress.) Renewed Treasurer Bond which arrived in November & is now paid.
 - January**-Work has begun on the next fiscal year’s budget; Pre-approved repeat bills and review Long Term Plan.
 - February**-NYS Annual Report is due by 02/14/25 to CCLS; set date for election/budget vote and Treasurer to calculate the Tax Cap.

Next meeting is scheduled for March 25, 2025.

S. Nickle and S. Korzenieski motioned for the meeting to be adjourned at 5:18 p.m.

Respectfully submitted by,
Susan Nickle, Secretary