

Attendees Present

Sara Marsowicz, Jason Hammond, Susan Nickle, Stacy Korzenieski, Mary Beth Muldowney, Terri Sutherland, Matthew Woelfle, and Michele Quatroche

Attendees Not Present (approved)

Laurie Dolce

President Matthew Woelfle presided. Called to order at 4:14 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 July 22, 2025 meeting were approved. (S. Marsowicz; M. Muldowney).

Financials were submitted via email by Bev Sutton.

Children's Room and/or Computer Lab Report

Email report for Children's program submitted; Reviewed by J. Hammond.

Lab report submitted and reviewed by Michele Quatroche.

Director's Report

Submitted and reviewed by Jason Hammond.

Old Business

1. Narcan Box - Answers to questions posed at the July meeting were provided in the webinar shared with the Trustees on 09/04/25. Motion to place the narcan box accepted -Seven (7) members voted. Three (3) YES, Two (2) NO, One (1) NOT PRESENT, One (1) ABSTAINED.

New Business

1. CCLS Annual Meeting - Information was shared to board members on 09/11/25. Registration to attend is due by 09/26/25 for any trustee who wants to attend/complete the NYS mandatory two (2) hour/year training.

2. Required Trainings - Proof on 2025 harassment training will be due to the Library Director by the end of October. Also, proof of 2025 trustee training hours will be due to the Board President by the end of December.
3. Flower beds & Gardens - M. Muldowney reported on the intent of the Revitalize Dunkirk committee to finish fall planting in the front gardens. A vote was taken to approve the spending of up to \$500.00 to complete this project. All seven (7) members approved.
4. Committee Business and Reports - An update for the Budget, Building Construction & Maintenance, and Employee Engagement committees were presented.
5. Thanks & Acknowledgments - Thank you to the Building & Maintenance Committee for the assembly and placement of the new outdoor trash cans. Also, a thank you was sent to Ben, owner of Heart of the Game for his support of our Teen After School Program. Ben will be closing the shop and donated brand new \$50 boxed sets to our group on 09/18/25.
6. Finances/Income - Monthly discussion & budget planning. Please see item #3
7. Library Policy Periodic Review/Update - No current changes.
8. Monthly Tasks:
 - August** - Annual fiscal report due to the State Comptroller; to be filed by JMA. Contacted Chautauqua Woods regarding the annual check of the front doors.
 - September** - Fire Extinguisher inspection due; scheduled winter boiler check-up & building insurance renewal through Putman due.
 - October** - CCLS Annual Meeting is scheduled for 10/08/25; request the tax levy from the school district and open the outdoor faucet, shut off valve and drain from inside.

Final comments to “celebrate” and end our meeting on a “positive note”, were given by J. Hammond, M. Quatroche and S. Korzenieski.

The next meeting is scheduled for November 25, 2025.

S. Korzenieski & S. Nickle motioned for the meeting to be adjourned at 5:02 p.m.

Respectfully submitted by,
Susan Nickle, Secretary