DUNKIRK PUBLIC LIBRARY
536 Central Avenue
Dunkirk NY 14048
Minutes
September 22, 2026

Attendees Present

Jason Hammond, Susan Nickle, Stacy Korzenieski, Matthew Woelfle, Michele Quatroche, Sara Marsowicz, Norman Green, Truman Bradley, and Alison Polisoto.

Attendees Not Present (approved)

none

Attendees Not Present (unapproved)

Laurie Dolce

President Matthew Woelfle called the meeting to order at 4:14 pm.

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

RESOLVED: Minutes of the August 4, 2026 meeting were approved upon revision of adding S. Marsowicz to the Construction/Maintenance committee. (S. Marsowicz; M. Woelfle)

Financial Report

Treasurer's notes for July & August were not made available.

Public Comments

none

Approval of Bill Payments & Budget Transfers

none

Children's Room and/or Computer Lab Report

Submitted and reported by A. Polisoto and M. Quatroche.

Director's Report

Submitted and reported by J. Hammond

Unfinished Business

none

New Business

1. Committee Business and Reports - No meetings were held.

2. Thanks and Acknowledgments - Jason will send a thank you to Kurt Warmbrodt & R.P. Legrano Excavation Service for the removal of the lawn soil left from the installation of the sign.

3. Finances/Income: Monthly discussion & budget planning - Director has been seeking contractor recommendations for the downstairs public restroom update.

4. Discussion - Possible Friday hour adjustments - A. Polisoto made a suggestion to possibly extend the hours on Friday to accommodate the use of the computers in the Children's Room. After the discussion, it was decided that the Budget Committee members will address and report at the next meeting on how the extended hours will financially affect the current approved budget.

5. Reminder that NYS required trustee training is due to the board president before year end.

6. Celebrate - Shout out to the staff and volunteers who helped at the recent library book sale held this month. Also, Jason was recognized for all his hard and excellent work preparing and submitting grant proposals for the library.

7. Monthly Tasks:

   August - Annual fiscal report due to State Comptroller; to be filed by the Auditor. GASB 68 report was finally made available by NYS on 9/11/26.
   - Contact Chautauqua Woods regarding the annual check for the front doors. They were here in early summer; contact Khalid for follow-up & we finally received it today with a fee for tune up of $4,000.00. Discussion will continue until the next board meeting to determine if we will proceed with the proposed tune up.

   September - Fire extinguisher inspection is due and scheduled; Winter boiler checkup has been completed, and the building insurance renewal with Putnam is also completed.

   October - CCLS Annual meeting is scheduled for 10/13; will request tax levy from the Dunkirk School District and maintenance will open outdoor faucet shut off valve and drain from the inside.

Next meeting is scheduled for November 24, 2026.

S. Nickle & S. Korzenieski motioned for the meeting to be adjourned at 5:11 p.m.

Respectfully submitted by,
Susan Nickle, Secretary