

Minutes for Southworth Library Board Meeting August 18, 2025 meeting

The Minutes for the Board meeting for the Southworth Library August 18, 2025

- Michael Lane, President
- Randall Stewart, Vice President
- Bambi Avery, Secretary
- Paul Streeter, Treasurer
- Brenda Carpenter
- Clint Brooks
- Charles Dardia
- Laura Lusk – Library Director
- Allison Payne- Senior Librarian and Bookkeeper

Meeting called to order at 6:18 p.m.

Privilege of the floor for the public- no attendees

Business

- Minutes for June 10, 2025 Board Meeting are submitted - Paul Streeter moves to approve seconded by Randall Stewart and unanimously voted to approve.

Treasurer Report

The following financial reports for January – July 31, 2025 are submitted and reviewed

- Profit & Loss
- Balance Sheet
- Budget-expense
- Budget -income
- Working Donations List
- Allison Payne and Paul Streeter agree that we are where we should be for this season.
- Paul Streeter approves financial reports, Bambi Avery seconds and all approve

The Director Report

- Director Report is submitted, along with June/July Program Stats, June/July Circulation Stats, June/July Grants Reports, Tompkins County Rural Library Services & 2026 Operating Budget, and July Summary Stats
- Laura Lusk notes the change in staffing, the Tompkins County Budget meeting in September, that Senator Lea Webb attended one of our programs and Health Inspections for School Lunches.
- Laura Lusk discussed future potential programming, collaborations and grant writing prospects.
- Laura Lusk notes monthly staff meetings, using the books previously purchased for programs and getting a shed to store excess.

Allison Payne is excused at 7 pm

Trustee Training

- Laura Lusk notes that Sexual Harassment training is required annually, but does not count toward the annual training.
- Michael Lane notes the FLLS meeting in Homer is October 17th
- Charles Dardia suggests Risk Management
- Michael Lane asks if our policies are up to date. Laura Lusk will follow up.

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8 Library Street

- We haven't received a report on this property in 2 months.
- Charles Dardia notes that the color has been selected and the down payment made to Premier for the roof at 8 Library St. The date of that project is TBD.
- Charles Dardia also notes that Kayla Lane will provide an upgrade cost analysis report in October.

Committee reports: 7:27pm

Operations Committee: Laura Lusk hired as Director.

Finance committee: No additional reports

Building and Grounds :

- Paving the parking lot scheduled
- The bell beam, striker and control panel need to be replaced.
- Michael Lane asks for a photo of the bell to be taken when the repair person is there.
- A motion to repair the bell was made by Bambi Avery, seconded by Brenda Carpenter. None opposed. Motion carries.
- Charles Dardia notes landscaping and weeding needs attention.
- Charles Dardia notes the need for a shed to store outdoor items.
- Laura Lusk will look into the construction grant through FLLS for the shed.
- Charles Dardia notes the possibility of a mini split for the historic wing.
- Randall Stewart notes that the HVAC isn't working properly.

Fundraising : Randall Stewart notes there will be a meeting in September, date is TBD.

Old & New Business:

- Brenda Carpenter asks if we will have the Dryden Holiday Celebration on December 6th.
- Laura Lusk confirms that we will have the event and will follow up with details.

Next board meeting is set for Monday, October 20th at 6 pm at the library.

Laura Lusk is excused at 8:07pm.

Motion by Clint, second by Charlie to move into executive session. Motion passed.

Motion by Mike, second by Clint to exit executive session. Motion passed.

The meeting was adjourned at 8:45 pm.