

## **ELIZABETH B. PERT LIBRARY**

### **BOARD OF DIRECTORS MEETING**

On January 29, 2026 @ 6:30 P.M.

**PRESENT:** Bobbi B., Kylie R., Ella P., Nancy D., Amanda Z., and Cathy B.  
Also Liz Martin (public).

**Absent:** Tom P., Tim A., Amy GB.

### **Secretary Report**

Kylie R. did minutes for December meeting and only change was it was 75th Celebration of the VLH Fire Dept. Bobbi B. asked for motion for minutes to be accepted as corrected. Nancy gave 1st and Ella 2nd — all others yea.

### **Treasurer's Report**

Amy GB. will give report next month since she was absent because of family emergency. Nancy D. our previous treasurer gave us information on ending balance for December 2025 (see attached). Nancy D. also stated we had a credit from Ingraham for \$188.00. Audit will need to be done. Kylie R. and Amy GB. will do this audit. Nancy D. has given all information to Amy GB. from her time as treasurer including debit card, etc.

Officer Insurance was paid by Tom P. and he will get together with Amy GB. because that should have come out of library budget not out of VLH Community Resource Assoc. Funds.

Bobbi B. announced the library has also received a donation of \$5,000.00 from an anonymous donor. This will be specifically used for the Library. Bobbi B. suggested we put in budget under Capital Improvements. Rest of Board members felt it should go into Donations/Fundraising because we need to raise \$5,000.00 each year and this donation will cover that for this year.

Bobbi B. asked for motion to accept Treasurers Report — Kylie R. 1st and Ella P. 2nd — all others Yea.

### **Directors Report**

The new library cardholder event was a huge success. There were 58 brand new members and 14 updated for a total of 72 cards, plus some signed up for newsletter.

Amanda Z. brought up the fact that out of state people that request a library card need to pay a fee. The board was not aware of this required fee. Amanda Z. will check with other area libraries that may have out of state cardholders and how they handle this. Bobbi B. asked what

procedure to give the Hector Foundation the \$20,000 toward the playground equipment. It was stated that Tom P. will need to write them a check from the VLH Community Resource Assoc.

The library offered 21 programs in January. The Yoga Program was a success and will be offered starting in February. April and there will be no cost to the library. The first program was quite expensive. The presenter talked with Mike Hicks (fire chief) because the space is being used a lot. Amanda Z. stated she has added new children and adult books and many people have requested them. She has plans for displays for Black History Month and New Authors. She is still meeting patrons in the community and getting positive feedback. She is doing quarterly volunteer meeting at this time and has some ideas about working with volunteers. Also have been attending Schuyler Directors Meeting. She plans to do a class on book repairing and will be purchasing supplies in order to do this as requested by a volunteer. Will continue to collaborate with organizations in the area such as 4H, Cooperative Extension, etc. Kari Solomon said she would be willing to do an embroidery program in the future if the library would help with supplies and Amanda Z. would like to pay her \$50.00. Amanda Z. said she found a used library card Tundee Library for \$50.00 which is really cheap and she bought it and would like reimbursement for that expense. The Board had no problem with either of the previous expenses.

## **Assistant Directors**

Social Media has grown, there were 9,000 viewers in last month. Instagram is also slowly growing from 40 to 60 views in last month. Suggestion of maybe 1 page with monthly calendar like the flyers we handout or a reel of flyers. The email communication is also growing. The Food Bank has been putting monthly program flyers in the boxes each month and they go out to 100 families. There are also paper flyers at the library for patrons that visit. Cathy B. also stated that she got the grant in to the United Way before end of January, so now it is wait and see.

## **Other Discussions**

Question was asked if anyone knew if there was a deadline for strategic plan. Bobbi B. asked if anyone has got any word on charter from Brian H. In an email received on 1/26/26 from him he stated he would send us the petition that the State Ed. Dept. said we needed to have notarized and that everything else was in good order. We also need to get a to-do list from Kelly at the Watkins Glen Library of where we are in preparation for budget vote in May. We need to present to WG School Board as we did last year. This year we will be asking for a 2% increase.

The Board asked Cathy B. to do a quick written statement to board in response to her evaluation. Amanda has done a statement of her goals.

# **Board of Directors Meeting 1/29/26**

## **Policies**

Code of Conduct was discussed. Main statement is fine, but can be shorten, there was a lot of repetition. Next we discussed the Code of Ethics and Whistleblower Policy and these will be tabled until February meeting.

## **Technology**

It was discussed what we could use to make it possible for Board of Director members who go south to be able to attend meetings long distance and possibly technology for public to attend our board meeting if they wish to do so. Bobbi B. stated she got a new computer and would donate her used HP Pro if it would be useful for anything.

## **Sign**

Amanda Z. ordered and received sign for south side of library and Tim D. offered to put it up when weather is warmer. Tim would need to know several things. Do we have blueprints for library building? Bobbi B. said they should be in file cabinet. Is there access to attic? Bobbi B. said yes, it is in sorting room ceiling. Who did electrical wiring, so we know where wires run? Bobbi B. stated Charlie Sceputra and Steve Williams did heating, etc. We would need to put bolts through vinyl.

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Bobbi B. extended an invitation to Amanda Z. and Cathy B. to go with her to the VLH Fire Dept. yearly banquet. The library gives the VLH Fire Dept. a donation of \$500.00 at the banquet for use of their facilities for library programs throughout the year, which includes bathrooms.

## **Agendas and Minutes**

Minutes of meeting will be emailed approximately 1–2 weeks before next board meeting along with agenda for next board meeting for board members to make corrections to minutes and additions to agenda. After any additions have been put on the agenda Cathy B. will post for the public to view. At the next board meeting corrected minutes will be approved and then posted for the public to see by Cathy B.

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Move to adjourn — Nancy D. moved, Kylie R. seconded, others all Yea.  
Adjourned 8:45 P.M.

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