MEETING AGENDA OF THE BOARD OF TRUSTEES
MANNSVILLE FREE LIBRARY
106 LILAC PARK DRIVE ~ MANNSVILLE, NY 13661

The regular meeting of the Board of Trustees was held Monday, December 8th, 2025, beginning at 6:35pm.
Board Members present:Anita Jones/Pres.;Tina Rogers/VP;Andy Zuber/Treas.;Lacy King; Tiffany Graves; Also in attendance, Anne Fuller/Director
Excused: Jessica Marrin/Sec and Amy Hatch

REPORTS:

Library Director's Report: November, 2025 -

-Storytime numbers have dec., children are now in PK, current children attending are very young, Kathy has shifted program to accommodate
- Book sale table at the bazaar $43.45
-Table in hallway to house inside "bookshed" for winter supply
-Loretta working on making website ADA compliant before it becomes requirement
-January Wednesday program Calendar is ready

Treasurer's Report: November, 2025; 2026 Budget Review Motion to approve by Tiffany, 2nd by: Lacy
Checking account Balance $2,864.73 Savings account Balance $66,628.02 Payroll $1,814.19
Northern New York Community Foundation Balance $6,368.92 (quarterly as of 9/30/2025)

OLD BUSINESS:

- Library Website Refresh: Review in December
- Library Logo: Roughs from BOCES- Group likes open book with single sprig of lilacs with changes-spelling Mannsville correctly, lower font "FREE LIBRARY" needs a less fancy, more readable font–liked all but that was the best
    - Questions to ask- Can we get black and white copy? Color Copy? Various Sizes- or a sizable file?
- Patron Responsibilities or Circulation Policy update:
  ~ Add NYLA/NCLS Bulletin Board policy & 2-year Member Renewals-Tabled until NCLS creates a different policy that Mannsville Library can utilize
- 2025 PERMA Risk Assessment: Continue to document safety items accomplished

NEW BUSINESS:

- Finalize/Review for 2026: Board meeting dates; Trustee terms & Positions serving
    - Set Board meeting meeting dates for 2026 (Anne has them all written down- Terms and positions all staying the same for 2026
- Policies to review &/or adopt in 2026: HAZCOM; BBP; Public Health Emergency Plan
- 2025 Library Assistant & Substitute Evaluations: Review for discussion - Director
    - Ann Completed Katht's and will do Loretta's Tuesday

ONGOING BUSINESS/REMINDERS:

- **PERMA Training Status: Sexual/Workplace Violence & Harassment**
  ~ All are completed, EXCEPT Anita's is yet to be finalized by PERMA. Working…
- **2025 Annual Trustee 2 Hrs of NCLS Training:** Status of members' completion

Next meeting 1/13/2026 @ 6:30pm

Meeting adjourned 7:30pm