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

Date: Tuesday, October 13, 2026 at 6:30 p.m. **Meeting Type:** Regular

APPROVAL OF MINUTES: September 08, 2026 - Reg Mtg

PUBLIC COMMENTS: Public comments will be limited to fifteen minutes of the total meeting.

REPORTS: Library Director's Report: September, 2026
Treasurer's Report: September, 2026
- Preliminary 2027 Budget discussion

OLD BUSINESS:
- NCLS Annual meeting: October 13, 2026 - Highlights
- M-M Elementary *Fall Fest* activities
- Update on transition to *Eastern Shore Ins. Agency* for MFL property & liability insurance
- Village Christmas Celebration: MMFD Firehall, 4:00 PM, Sat. Dec. 5, 2026
- Final Review Public Health Emergency Plan for revision & adoption
- Discuss purchase of 3-D Printer: Options/Cost

NEW BUSINESS:
- New hire: Substitute/Children's Programming, Beth Comins
- Annual Performance review: ***Library Director*** **(in email; complete by Mon. Oct 26**!)
- Annual Performance reviews: ***Library Assistant; Substitute*** (Completed by Director)
- MFL Logo: Thank-You cards, Tote bags

ONGOING BUSINESS/REMINDERS:
- **2026 Trustee Cont. Ed. training (2 hrs, min.):** Status of members' completion
  ~ NCLS Upcoming trainings & registration site
  ~ M-HLS Trustee Handbook Series: Offerings to fulfill Trustee CE hour
- **Required Training Status: Sexual/Workplace Violence & Harassment**
- **Monthly Inspections:** *Emergency Lights & Fire Extinguishers* (per Insurance requirements)
- Policies to review &/or adopt in 2026: HAZCOM; BBP;
  ~ Tabled until receiving new Insurance policy providers' requirements

BOOK CLUB: (at the Library, Second Saturday, 9 AM)
~ Oct.10, 2026: *Kin by Tayari Jones*
~ Nov. 7, 2026: *Legend of Sleepy Hollow by Washington Irving*

NEXT MEETING DATE: Tuesday, Nov. 10, 2026 @ 6:30 PM