

**Wolcott Public Library  
Board of Trustees Meeting  
August 21, 2024**

**Board Members Present:** Bob Reed, Terry Van Fleet, Steve Monroe, Bobby-Jo Mendenhall, Deb Lewis, Ginny Keenan, Director- Dottie Patt, Bookkeeper-Kristl Spalding

**Call to order** – The meeting was called to order at 6:29 pm by President Bob Reed.

**Minutes of the last meeting** – Minutes of the June meeting were reviewed. A motion was made by Terry and seconded by Bobby-Jo to approve the minutes. Motion unanimously approved.

**Treasurer's Report** - The financial reports for June and July were presented. Review showed the library is on budget. Motion made by Bobby-Jo and seconded by Deb to approve the expenditures report. Motion unanimously approved. For next year's budget, Dottie will get quotes regarding possibly power cleaning the library siding and repainting the lines in the front parking lot.

**Circulation reports** – Reports reviewed for June and July showed 1286 and 1477 for total circulation of books and 285 and 270 for e-books, e-audio, e-magazines.

**Library Director Report:**

**Library Landscaping** - Dottie reported the landscaping is done and they also cleaned the gutters.

**Wayne County Fair tickets** – Dottie said the library received and gave out Wayne County Fair tickets. All the derby tickets went and most of the fair tickets.

**Wolcott Rotary Request** – The Rotary Club would like to have an evening meeting in the library community room every couple of months. The Rotary already meets at the library on Wednesday afternoons. Dottie said she has a full schedule with groups meeting during the day that have been using the community room which eliminates programming to some extent. The Board approved the Rotary using the community room in the evening if it doesn't conflict with some other meeting at that time.

**Passes to Rochester Museum and Science Center** – Dottie shared she had an ad put in the Shopper letting patrons know they can now check out passes from the library to visit the Rochester Museum and Science Center as well as other places. There also is a poster upstairs to let people know. The passes are being used.

**Bat Problem** – Dottie reported they found a bat in the library bathroom and one on the floor. Deb knows a phone number if Dottie needs to contact a company. Dottie will follow-up with her to have the company do a library inspection.

**Old Business**

**Toys & Games** – Dottie stated she has purchased several different kinds of toys for different ages. They are being enjoyed.

**Library blinds** - Dottie still working on replacing library blinds.

**Library visits by school grades** - Bob to follow-up on asking the school superintendent regarding library visits by school grades.

**Programs** - Deb reported she and Dottie met about library programs. Deb called Seneca Falls Women's Rights Museum and learned they have to go online to set up bringing a group to visit there. She also has spoken to someone who is from the Audubon Association in Seneca Falls and he is willing to give a free birding talk at the library and/or will do outings. Deb will give the information to Dottie to see about setting something up.

**Great Library Sort Out** - Dottie put some books out and people were happy to have them.

**Library purchasing and procurement policy and procedures** - Tabled until next month.

### **New Business**

**Charge for library card replacement** – Dottie shared that the library has been charging \$1.00 to someone who loses their library card and they would like to stop doing this. Motion by Bobby-Jo and seconded by Terry to eliminate the charge. Motion unanimously approved.

**Resignation** - Kristl submitted her resignation to the board. She has been the library bookkeeper for seven years. She has been greatly appreciated and will be missed. Kristl said she will continue until someone is hired and trained. Dottie will ask other libraries if they have a bookkeeper that might be willing to also do the financials for the Wolcott Library.

**Date of next meeting – The next Board of Trustees meeting will be held on Wednesday, September 18, 2024, at 6:30 p.m.**

The meeting was adjourned by President Bob Reed at 7:20 pm.

Respectfully submitted,  
Ginny Keenan, Board Secretary