



Wolcott Public Library Board of Trustees Meeting

Wednesday, July 16, 2025

5890 New Hartford St, Wolcott, NY 14590

Attendance

Board Members Present: Katelyn Interlichia, Star Teeter, President- Steve Monroe, Vice President-Terry VanFleet, Secretary- Bobby-Jo Mendenhall, Bookkeeper- Krista Sheldon and Director- Dottie Patt

Excused- Jennifer Kerr

I. Call to Order

July meeting called to order by Steve Monroe at 6:27 pm.

II. Approval of the Minutes

Motion made by Terry VanFleet to approve the May 2025 minutes and Steve Monroe seconded the motion. Unanimously approved by all board members.

There was no June meeting at the Wolcott Library.

III. Treasurer's Report:

All of the board members looked over the *May* Treasurer's Report.

Motion made by Terry VanFleet to approve the expenditures and Starr Teeter seconded the motion. Unanimously approved by all board members.

All of the board members looked over the *June* Treasurer's Report.

Motion made by Terry VanFleet to approve the expenditures and Steve Monroe seconded the motion. Unanimously approved by all board members.

IV. Circulation Reports:

Reports reviewed for *May* showed 1259 for total circulation of books, 123 for e-books, 203 e-audio, 55 e-magazines. Total online checkouts were 381.

Reports reviewed for *June* showed 1286 for total circulation of books, 108 for e-books, 162 e-audio, 48 e-magazines. Total online checkouts were 318.

V. Library Director Report:

Long Range Plan 2025 Committee Meeting Schedule- Dottie patt, Steve Monroe, Terry VanFleet and BobbyJo Mendenhall attended the meeting on June 3rd. We went over Long Range updates and created a survey outline. Bobby-Jo Mendenhall typed up the survey so Steve Monroe could distribute them at the Strawberry Festival on June 14th. They are also displayed at the Wolcott Library front desk. The next meeting will be Tuesday July 1, at 5pm.

July 1st update - Dottie Patt, Steve Monroe, Jennifer Kerr, Star Teeter and BobbyJo Mendenhall attended and discussed more changes and updates also finalized surveys were viewed and discussed. The next meeting will be on August 5th, at 5pm.

Facebook- Starr Teeter updated the new facebook page with current information. There are current and ongoing updates posted weekly if not daily.

Finger Lakes Community Action Grant- There is a curb renovation taking place. Also there was a bike rack installed. These were donations from the Action Grant that we were fortunate to be able to acquire for the library.

Code of Conduct Policy Update- Discussed among board members.

Summer Reading- Currently going well so far. The turn out has been really good.

Hot Spots- They are checked out all the time. The question is should we purchase more. We currently have 4.

Motion made by BobbyJo Mendenhall to approve the purchase of 2 more Hot Spots and Starr Tetter seconded the motion. Unanimously approved by all board members.

Empire Pass NYS- Dottie sent a form to all Board Members in their packets to go over before the meeting. Dottie asked the board if they felt the library could use these.

Motion made by BobbyJo Mendenhall to approve the purchase of the Empire Pass Card and Terry VanFleet seconded the motion. Unanimously approved by all board members.

RMSC - Should we renew the pass and advertise more to get these out.

Motion made by Starr Teeter to renew the pass and Steve Monroe seconded the motion. Unanimously approved by all board members.

Gutter Clean out- Not currently needed. Dottie Patt said that they were properly functioning.

Board Member- Deb Lewis Resigned as a Wolcott Library Board Member in May.

Policy Code Of Conduct Update- Shoes and Shirts required at all times in the building. The policy wording will be revised.

- VI. Committee Reports:** There were no committee reports.
- VII. Old Business:** There was no old business.
- VIII. New Business:** There was no new business
- IX. Other:** Dottie Patt gave an updated flyer from the Historical Society from Kara Chapin.

They are trying to collaborate with businesses and people in the community to bring family ancestry awareness.

Book Club- Starr Teeter planning the Book Club ideas. Jennifer Kerr mentioned incorporating a youth option as well. Next month we will come up with some concrete details to move forward with this. July 28th is the first meeting date at the library.

X. Motion to Adjourn meeting at 7:09 by Terry VanFleet and Steve Monroe seconded the motion. Unanimously approved by all the board members.

Next meeting will be held at Wolcott Public Library on Wednesday August 20th, 2025 at 6:30pm.

Respectfully Submitted,
Bobby-Jo Mendenhall
Wolcott Library Board Secretary