

## **Genesee Library 11/19/2025 Meeting**

**Meeting Opened:** At 5:30 pm

**Present for Library:** People Present: Raeanne Smith, Teresa Hopkins, Kimberly Miller, Tara Ratzel, Heather Burdick, Sarah Burdick, Heather Todd

**Present for Public:** Steven Scribner, Madalynn Woodworth

**Public Speaking:** None

**Appointments or Elections:** None

**Secretaries Report:** Accepted from the September 17th meeting minutes motion made by Teresa Hopkins/2nd by Kimberly Miller: all I's passed and carried.

**Treasurer's' Report:** Financial Reports for 9/25-11/19/2025 minutes motion made by Tara Ratzel/2nd by Sarah Burdick: all I's passed and carried.

**Old Business:** Budget, Tax Levy, Employee Evaluations, Budget override for the bookshelves.

**Directors Report:** Grants are finishing up for 2025. New grants have been applied for 2026. Policy manual is finished. 2026 program planning is underway. The new bookshelves have arrived and Heather and Raeanne will begin working on them. A new volunteer at the library will also be helping with many tasks we have. Gather and Grow is December 5<sup>th</sup>.

### **New Business:**

- CPA: contract for Heather Todd is signed.
- Insurance update: all paperwork was signed and will be submitted.
- Fall Programs- are going well
- Grant Updates-
  - 2025 Grants
  - 2026 Grants

**Director Cellphone Stipend policy:** The board has determined that the Directors cell phone has demonstrable evolved into a critical resource for the library. The Director is willing to continue to allow the use of his/her personal device and understands such use is not a requirement of the position and may be discontinued at any time. Until said time the library wished to reimburse his/her for the use of the device. The amount will be set during the budgeting meeting and will reflect the following year's allowance. The Director will take care not to keep library records solely on the device to ensure records are maintained on library owned devices.

Motion made by Kimberly Miller/2nd by Sara Burdick: all I's passed and carried.

- Reorganizational meeting January 21, 2026 at 5:30pm
- A new substitute will be hired and trained by Raeanne

- Snow Plow bids: Two bids were presented. One by Mesler Excavating and Fuller and Fuller. Fuller and Fuller was selected motion made by Teresa Hopkins/2nd by Tara Ratzel: all I's passed and carried.

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**Committee Reports:** None to be had.

**Adjournment:** Meeting closed 5:56 PM

Next Meeting January 21,2025 at 5:30 PM