

## **Tentative Minutes**

Cuba Circulating Library Board of Trustees

### **Meeting Minutes for Monday April 13, 2026**

Present: Jill Schwab, Elizabeth Cashing, Sue Feldbauer, Jacqueline Gertner, Ann Gross, Marsha Long, Melissa Pingitore, Brad Weaver, Emily Zayac, and Tina Dalton

Excused: Scott Sackett

Guests: Sarah Vail

1. Call to order 5:34
2. Public Comments – none
3. Friends' Report – Sarah reminded the attendees that the book sale is next week and there are a few open volunteer slots. The Friends will be attending the United Way Volunteer Fair in Olean on April 22 along with Tina.
4. Minutes of the March 9, 2026 Meeting
  - a. On a motion by Melissa Pingitore and seconded by Brad Weaver, the minutes were accepted as presented. Motion passed.
5. Financial Officer's Report
  - a. See attached.
  - b. Motion to accept the Financial Officer's report was made by Marsha Long, seconded by Jacqueline Gertner. Motion passed.
6. Corresponding Secretary – none
7. Director's Report
  - a. See attached report
  - b. Since the report was printed, the Foundation for Southern Tier Libraries has granted this library \$415. In discussion about using the additional funds for Welcome Packets, Melissa suggested that the bags to be used could possibly be reusable bags and a community company such as White's Imprints might be a resource.
8. Committee Reports
  - a. Planning – none
  - b. Finance

- i. Investment Policy (see attached). A motion to accept the changes made to the investment policy as presented by Emily was made by Ann Gross and seconded by Melissa Pingitore. Motion passed.
  - ii. Impact Profile Builder – Discussion was held on how investment impact preferences could affect library investments. The finance committee will gather more information before giving any recommendations.
- c. Buildings & Grounds –
  - i. Windows were cleaned
  - ii. Tina will be getting a quote on tree/property clean up.
- d. Personnel
  - i. Building & Grounds assistant – A motion was made by Brad Weaver to hire Mike Miller as a Buildings and Grounds Assistant at a rate of \$30/hr. The motion was seconded by Emily Zayac. Motion passed.
- e. Policy -none
- f. Liaison with Friends – none
- g. Education – Brad will be working on the history of our board and giving a sense of continuum.

## 9. Unfinished Business

- a. SAM Grant – Moving forward, paperwork is still being completed as needed.
- b. Nominating Committee – There are 3 candidates for the open seat. Interviews are being planned.
- c. Bylaws Amendment - A motion was brought forward to include “Adoption of Agenda” in the order of business for regular meetings. Elizabeth Cashing made the motion with a second by Melissa Pingitore. Motion passed.

## 10. Executive Session – none

11.Adjournment - The motion to adjourn was made by Melissa Pingitore at 6:16 and seconded by Ann Gross. Motion passed.

Respectfully submitted,

Marsha Long