

Myers Memorial Library Board of Trustees

Agenda

March 17, 2026 6:30 pm

1. Call to order
2. Secretary's report and correspondence
3. Treasurer
 - a. Report
 - b. Motion to pay customary bills
4. Director's report
5. Building and Grounds
6. CCLS Report
6. Unfinished Business
7. New Business

Next meeting: May 19, 6:30pm

MYERS MEMORIAL LIBRARY

TRUSTEES MEETING

Tuesday, January 20, 2026

Present: Jason Bussman, Roxy Gray, Mel Feather, Janelle Gray, Sue Richards,
Toni Stone, Rhonda Haick, Lauren Hiller, Bob Piede, Jim Hale, Kyle Sipple,
Larry Gauger and Darlene Gauger.

Absent: Paul Bell

The meeting was called to order at 6:30PM by Mel Feather, Board President.

Our community members, the Gaugers were asked if they has any questions for the Board. Larry Gauger offered to volunteer to assist Paul Bell with any maintenance issues.

Secretary Report: (See attached.)

The minutes from the November 2025 trustees meeting was reviewed by Board.

A motion was made by Toni Stone “to accept the minutes as presented.” Kyle Sipple seconded. Carried.

Election of Officers:

The current officers are as follows:

Mel Feather-President Toni Stone-Treasurer

Bob Piede-Vice President Roxy Gray-Secretary

Bob Piede requested to no longer be Vice President. Jason Bussman volunteered for the VP position in Bob’s place.

Kyle Sipple motioned for “Jason Bussman to be new Vice-President, with the other officers remaining in place.” Jim Hale seconded. Carried.

Treasurer’s Report: (See attached.)

The \$100,000 check has been invested in Vanguard Money Market through Alliance Group.

Already this month, we have received \$8,333 dispersement from this investment.

Much discussion ensued. Bob Piede made a motion to “withdraw \$9,000 monthly from the money market account, going forward, beginning February 15, 2026.” Jason Bussman seconded. Carried.

Rhonda Haick has requested to also have the Augusto dividends be drawn mid month. The Board gave Rhonda the authority to make these requests.

A motion to “pay customary bills” was made by Jason Bussman. Seconded by Jim Hale. Carried.

Investments have increased 3.54% since 2024 year end.

Checking account balance was \$24,763.80 as of 12-31-25.

Director’s Report:(Please see attached.)

Lauren said the overall attendance and circulation is great!

She has hired and begun training Erin Salesman as an additional library assistant.

Our library website is being redone by Megan from the Chautauqua Cattaraugus Library System.

Library Hours are now Monday thru Friday 10-6 and Saturday 10-2.

Buildings/Grounds:

Larry Gauger is ready to assist in any way needed.

John Andrews is currently plowing the driveway and shoveling the sidewalks. He has signed the employment contract.

Mel Feather, Paul Bell, Larry Gauger, Rhonda Haick and Toni Stone will meet with JMI representative to discuss billings and service.

Jason Bussman is currently on the CCLS Board. He has agreed to provide a brief report of any system updates at all future board meetings.

Kyle Sipple motioned for adjournment. Toni Stone seconded. Carried.

Respectfully Submitted,

Roxy Gray

Board Secretary

The next meeting will be Tuesday, March 17, 2026 at 6:30PM.

Myers Memorial Library
January/February 2026
Director's report

2025	ADULT					JUVENILE					E-books	Total
	Fiction	Non Fiction	Movies	Mag	Other	Fiction	Non Fiction	Movies	Mag	Other		
January	403	88	105	7	46	1016	180	97	0	52	147	2141
February	348	96	82	2	59	772	123	35	0	59	133	1709
Total	751	184	187	9	105	1788	303	132	0	111	280	3850

Other – audiobooks, puzzles, activity kits

Circulation

Year	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2026	2141	1709										
2025	1815	1763	2222	2050	1981	2086	2675	2436	1959	1689	1245	1289
2024	1873	1763	1967	2170	1817	1879	2410	2379	1784	2032	1694	1415
2023	2060	1821	2342	1690	1806	2362	2336	2263	1888	1678	1745	1441
2022	1521**	1462**	2070**	1626**	1966**	1118**	2257	2385	1892	1794	1723	1656
2021	1840	2024	2157	2060	2001	2388	2337	2275	1944	2266	1243**	1269**
2020	2036	1977	1641	173	162	1011*	2008	2005	1933	2172	1889	1916
2019	1754	1695	1804	1907	1991	1455	2160	2199	1575	1617	1423	1500
2018	1565	1372	1550	1613	1458	1353	1514	1852	1512	1459	1375	1356
2017	1085	1192	1485	1282	1382	1507	1750	1989	1445	1252	1440	1393
2016	1086	1166	1289	1339	1154	1054	1381	1038	1149	1003	922	913

Attendance

Year	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2026	748	791										
2025	852	878	1176	1095	1097	1221	1520	1445	961	1022	895	822
2024	818	853	879	1101	980	942	1446	1116	803	1162	971	762
2023	916	1001	1004	816	943	1022	1013	1164	767	852	909	733
2022	454**	550**	760**	593**	662**	505**	1305	1392	790	976	785	813
2021	426	519	659	608	591	641	761	1005	631	793	245**	515**
2020	969	933	606	-	-	70*	469	418	477	632	535	531
2019	877	797	935	967	1009	985	1252	1289	887	910	806	744
2018	803	854	943	1043	1024	902	1072	969	810	892	703	744
2017	740	684	820	685	885	1018	1117	1384	834	827	793	802
2016	618	571	729	668	630	765	733	573	656	681	589	604

*pick up service, **renovation

Programs

Month	Program	Ages	Attendance
January	Book Ornament Party	Adults	10
January	Snowflake week: Movie and craft	All ages	21
January	Animal Party	Ages 6-11	13
February	Valentine's Drop-in Craft	All ages	20
February	Teen Night	Ages 12-18	14
February	Movie showing: Zootopia 2	All ages	17
March	Beaded Houseplant Craft	Ages 10 and up	16

Passive Programs

Month	Passive Program	Ages	Participation
February	Olympic Sports Voting	All ages	83 votes
February	Activity Wall	6-11	24 baskets colored

Up Coming Programs and Passive Programs

Month	Program	Ages
March	Pencil Pouch Craft	Ages 12-18
March	Mini Easter Basket Craft	All ages
March	Touch Museum: passive program	All ages
March	Beaded Shamrock Craft: passive program	Kids and teens
April	Movie: Wall-E	All ages
April	Grass Buddies: little planters	Kids and teens
April	Earth day clean up: Sensory bin	Kids
April	Teen Craft: Blackout Poetry or upcycle craft	Ages 12-18
April	Earth Day Bingo Sheet	Kids and teens
April	Recycled Bird Feeder Craft	All ages

MYERS MEMORIAL LIBRARY

INVESTMENT PORTFOLIO

2/28/2026

FUND	CURRENT BALANCE \$	PREVIOUS QUARTER \$	QUARTER DIFFERENCE \$	NOTES	(2024) 1 YEAR AGO END \$	(2023) 2 YEARS AGO END \$
Park Ave. Securities:						
Franklin Income Fund	8,233.06	7,846.02	387.04		16,864.23	25,559.45
American Funds (Augusto Endowment)	17,625.89	16,933.27	692.62		15,679.40	15,106.20
Augusto Earnings -Dryfus Deposit	1,389.36	8,869.58	-7,480.22		1,380.38	1,174.89
Vanguard Money Market	83,151.52	91,666.00				
American Funds:						
American Balanced	117,664.69	117,601.40	63.29		110,875.52	96,455.86
Income Fund of America	106,104.64	105,156.11	948.53		101,745.42	91,797.02
Washington Mutual	101,858.93	102,202.34	-343.41		98,478.80	88,246.84
UBS:	197,321.56	192,392.85	4,928.71		187,150.82	197,421.98
TOTALS	550,198.13	551,001.57	-803.44	-0.15	532,174.57	515,762.24
				Overall Per Cent Decrease		
			Change from 2024 Year End (%)			3.39
<p>** 2.) The Vanguard MM is listed here only because it is included in the Park Ave Securites statements.</p> <p>The amounts are not included in the totals as it is more of an operating account.</p>						
3/10/26 R. Haick Bookkeeper						

Income:	Actual	Original Budget	Rollovers/New Additions	Difference	In Income () is Bad Not in () is Good!
Donations:					
Appeal	0.00	0.00		0.00	
Campbell Trust	0.00	1,000.00		(1,000.00)	\$1,198 Expected
Cummins	10.00	100.00		(90.00)	
Diane Crandall Myers Memorial Library Fund	0.00	400.00		(400.00)	\$615 Expected
FCS	0.00	0.00		0.00	
CHQ (Give Gab)	0.00	450.00		(450.00)	
Memorials	0.00	500.00		(500.00)	
Misc. -	140.50	1,000.00		(859.50)	
Town of Carroll	0.00	0.00		0.00	
Warn Fund	0.00	400.00		(400.00)	\$466 Expected
Fundraising					
June Sales	0.00	1,500.00		(1,500.00)	
Misc. Fundraising	20.00	500.00		(480.00)	
General Income					
259 Funding		100,000.00			
Association Dues	11.00	10.00		1.00	
Book Sales	87.00	100.00		(13.00)	
CCLS Materials Plan	0.00	3,300.00		(3,300.00)	
CCLS State Aid & Cash Grant	0.00	250.00		(250.00)	
Copier	124.00	550.00		(426.00)	
Fines/ILL	26.00	0.00		26.00	
Interest	1.45	5.00		(3.55)	
Interest on MM	485.82				
LLSA	0.00	1,493.00		(1,493.00)	
Miscellaneous		25.00		(25.00)	
Grants:					
Designated:					
Augusto	622.28				
CRCF Printer Grant	0.00				
CCLS Summer Reading Grant	0.00				
Misc. Designated	67.72				
Total Received Income	1,595.77	111,583.00		(109,987.23)	
MM 259 Draws	7,484.27				
Investment Draws	0.00			0.00	
Total Income	9,080.04	111,583.00		(102,502.96)	

Expenses	Actual	Original Budget	Additions	Difference	In Expenses in () is Good Not in () is Bad
Appeal		0.00		0.00	
Building Maintenance:					
Building Maint & Supplies	19.94	1,100.00		(1,080.06)	
Elevator	0.00	1,500.00		(1,500.00)	
Custodian	400.00	3,000.00		(2,600.00)	
Heating & Air Maintenance	0.00	800.00		(800.00)	
Misc Bldg Repairs	0.00	500.00		(500.00)	
Trash/Lawn/Snow	620.20	1,820.00		(1,199.80)	
Fundraising	0.00	500.00		(500.00)	
Insurances (Building)	0.00	5,500.00		(5,500.00)	
Misc:					
Gifts/Honorariums:					
-Auditor		125.00		(125.00)	
Other (Ad)	0.00	100.00		(100.00)	
Outside Bookkeeping	311.76	1,500.00		(1,188.24)	
Workshops		50.00		(50.00)	
Payroll				0.00	
Salaries & Wages	10,160.24	55,000.00		(44,839.76)	
Social Security & Medicare	781.75	4,208.00		(3,426.25)	
Workers Comp Insurance	76.00	550.00		(474.00)	
Disability Insurance	412.46	575.00		(162.54)	
Supplies:					
Books/Periodicals	2,990.68	15,000.00		(12,009.32)	
Equipment/Software	0.00	750.00		(750.00)	
Computer Upgrade	0.00	5,000.00			
General (Cleaning, Paper Cups & towels/water/TP)	181.68	400.00		(218.32)	
ILL	0.00	10.00		(10.00)	
Library (Bookmarks, Labels)	1.25	400.00		(398.75)	
Office	70.96	1,500.00		(1,429.04)	
Overdrive	0.00	1,800.00		(1,800.00)	
Postage	17.50	100.00		(82.50)	
PO Box	0.00	375.00		(375.00)	
Programs	380.58	3,000.00		(2,619.42)	
Videos	22.82	1,000.00		(977.18)	
Utilities:					
Electric	630.00	4,000.00		(3,370.00)	
Gas	323.00	2,300.00		(1,977.00)	
Taxes	165.24	200.00		(34.76)	
Telephone/Internet	72.12	2,400.00		(2,327.88)	
Water	60.00	240.00		(180.00)	
Designated:					
Designated Summer Reading	0.00				
Designated Program	0.00				
Designated Ad	0.00				
Augusto	0.00				
Total Expenses	17,698.18	115,303.00		(97,604.82)	
Income	9,080.04	111,583.00		(102,502.96)	
Expenses	17,698.18	115,303.00		(97,604.82)	
Projected Income or (Loss)	(8,618.14)	(3,720.00)		(4,898.14)	
Opening Balance in Checking	24,670.64				
In from Petty Cash	0.00				
Add Total Income or (Loss)	9,080.04	111,583.00		(102,502.96)	
Transfers in from Investments	0.00				
Transfers in from Amazon (Desig. Account)	0.00				
To Vanguard MM Account	(485.52)				
To Petty Cash	0.00				
Transfers out	0.00				
Paid out of petty cash	0.00				
Total Income Available	33,265.16	111,583.00			
Less Total Expenses	17,698.18	115,303.00		(97,604.82)	
Ending Balance in Checking	15,566.98				

TREASURER'S REPORT

Myers Library
Statement as of 2/28/26

How are we doing on our budget: See attached

Lake Shore Checking – operating:

12/31/2025	24,670.64
Deposits	8,594.22
<u>Withdrawals</u>	<u>17,698.18</u>
Balance on 2/28/26	\$15,566.68 14,772.45 on 3/10/26

Lake Shore Saving Accounts: As of 2/28/26

Capital Savings acct	1,657.13
Capital Grant Checking 08	500.00
Designated Program acct	5,272.48
Petty Cash	<u>3.92</u>
Lake Shore Savings Total	\$7,433.53

Vanguard Money Market:

\$83,151.52

Investments: As of 2/28/26

Park Ave Securities:	27,248.31	
American Funds:	325,628.26	*For breakdown see Investment Report
<u>UBS</u>	<u>197,321.56</u>	
Total Investments	\$550,198.13	(.15% Decrease since Last Meeting & 3.39% Increase since 12/31/25)

12/31/2025	\$549,425.84
10/31/2025	\$544,935.43
8/31/2025	\$554,626.53
6/30/2025	\$555,233.08
4/30/2025	\$521,147.93
2/28/2025	\$545,104.56
12/31/2024	\$532,174.57
10/31/2024	\$548,081.13
8/31/2024	\$558,417.14

Total Assets:

Checking Account	\$15,566.68
Lake Shore Accounts	\$7,433.53
Vanguard Money Market	\$83,151.52
<u>Investments</u>	<u>\$550,198.13</u>
Total Assets	\$656,349.86

Checking Withdrawals (Jan-Feb)

#1 Payrolls	\$11,430.45
#2 Collection Exp. (Books..)	\$3,013.50
#3 Utilities	\$1,250.36
#4 Building Maint.	\$1,040.14
#5 Programs	\$380.58
#6 Bookkeeping	\$311.76
#7 Supplies	\$271.39
Total	\$17,698.18

Respectfully submitted by: Rhonda Haick, Bookkeeper

Date: 3/10/26