Boston Free Library
9475 Boston State Road * Boston, New York * 14025

Buffalo & Erie County Public LIBRARY

Board of Trustees Regular and Annual Meeting Minutes
Tuesday, September 8, 2026 at 6:00 PM

In Attendance: Ashley Lowry, Suzanne Borowicz, Linda Coniglio, and Lydia Herren

I. Meeting called to Order at 6:09 PM

II. Review and approval of June 9th and June 30th meeting minutes

Motion to approve the minutes made by: Linda 2nd by: Ashley Carried Unanimously.

III. Treasurer's Report - See September meeting materials

a. The Treasurer reported that a renewing certificate of deposit earned 3.65%, up from 3.25%. Moving checking funds to savings or another CD was discussed. The Board agreed to revisit the transfer in November after the major grant expenses were paid.

Motion to accept made by: Ashley 2nd by: Linda Carried Unanimously

IV. Report of the Director - See September Librarian's Report

a. Financial Report and Statistics

Contract account balance: $5,382.66. The proposed 2027 budget was submitted in July and largely maintains the 2026 budget. The third-quarter county appropriation was $3,262.50. Payroll and system-paid expenses were projected to remain within budget.

A part-time clerk typist was hired following the page's departure for college. The June pop-up book sale raised $261.25. Excluding potentially erroneous out-of-county entries, 52 new library cards were issued since June.

b. Summer Program Statistics and Fundraiser Report

Total summer program participation was 1,888. The fundraiser drew approximately 390 attendees and 31 vendors, with $1,300 in sponsorships. Net proceeds were $5,588.96. The Friends would consider donating half, $2,794.48, to the Association.

c. Fall Program Plans

Programs include preschool story times, Lego Club, crafts and Painted Pumpkins; alternating Thursday evening chess classes and Saturday tournaments; Kids Yoga October 3; Autumn Tree ID October 5; and Fall Gardening October 2. Ukulele and Mahjong clubs meet weekly; Writers Club meets twice monthly. Additional garden and winter programs are being planned.

d. Book Sale Discussion and Plans

The Friends' book sale will run October 10–17 during library hours, shortened to one week. Volunteers are needed to move, sort and set up books. Advertising includes social media, event calendars, press releases and local posters.

e. Building Maintenance Updates

i. Ralph C. Wilson Jr. Foundation Grant

The Town waived permit and variance fees. The August 6 variance was approved, and both greenhouse and fence permits were received. Marksmen Fence will install the cedar fence for $6,945; the 50% deposit was paid. Richard Aronica marked the rear property line without charge. Installation is expected in September.

The Heritage Sheds greenhouse costs $4,545, including delivery and leveling, with September delivery expected. A Growing Business quoted $4,000 for the pollinator garden; scheduling will follow fence installation. Remaining grant plans include a bench and base, birdbath, rain barrel and gutters, hose housing, signage, outreach and educational programs.

ii. Parking Lot

M&M quoted $3,400 for the complete repair, sealing and striping work; Palmieri quoted $2,300. The Board agreed to pursue temporary repairs for winter and reconsider sealing and striping in spring. Lydia will contact the Town about pothole repairs and consider patch products if Town assistance is unavailable.

iii. Carpet Cleaning - ACTION

Approval to have VIP Cleaning and Carpet Services clean the building's carpets for $670.
Motion to approve made by: Linda 2nd by: Ashley Carried Unanimously

iv. Electrical Update

Warning Electric replaced the outdoor-light timer September 1. The bill was pending. Lydia plans to proceed with the previously approved solar lamp at the ramp, estimated at $200–$250. Hardwired lighting may be included in a future construction grant.

f. Meeting Schedule for 2027

Second Tuesdays: February 9 - Policy Updates; June 8 - Annual Meeting; September 14 - Fundraiser, Book Sale and Maintenance; November 9 - Year-End Financial Review. An additional meeting in June, July or August will address contract approval.

V. President's Report - None

VI. Old Business - Trustee Education Requirements

Trustees must complete two hours of education per calendar year. Webinars and ACT meetings qualify. Lydia will email the trustee website information.

VII. New Business

a. Memorial for Kami Callahan: The Board supported a memorial plaque on the garden bench and a plaque inside the library.

b. Board Vacancy: Members were asked to suggest candidates, including someone interested in future Treasurer responsibilities. Linda agreed to continue serving for now.

VIII. Motion to Adjourn

Motion to adjourn made by: Linda 2nd by: Ashley Carried Unanimously

IX. Meeting Adjourned at: 6:52 PM

2026 Remaining Meeting Schedule (beginning at 6:00 PM):

November 10 - Final Meeting of the Year, Financial Wrap Up