

Eden Library Board of Trustees

March 16, 2026

Library board president Pat Smith called the meeting to order at 5:25 p.m. In attendance were Paula Blandino, Linda Meyer, Jon Wilcox, Susan Wilhelm and Library Director Donna-Jo Webster.

The minutes of the February 10, 2026 were read. A motion was made by Sue and seconded by Jon to accept the minutes with a date correction. This was passed.

Director's Report

The director reported on statistics for the month. Circulation was down slightly for the month, but ironically patron count was up.

Several programs continue to have excellent participation. The weekly Lego time had 68 participants in February, while story hours had 82.

The Seneca Nation brought their Head Start children to our library for story hours in February with a total participation of 63.

There were no bills presented for payment this month.

The director also reported on balances in the Local Revenue account. She also noted that the Return to System payment has been made.

During February the Director also did outreach programs at both the Eden Elementary School and Eden Middle School for a total of 74 participants. She will also be participating at a mental health night at the Middle School in May.

Treasurer's Report

There was no Treasurer's Report.

Old Business

The Town's new maintenance person repaired one of the toilets and now knows that he has to disarm the Library's alarm system. The police, our custodian and one trustee all responded to the alarm company's report of a burglary in progress.

The leak in the basement pipe has still not been fixed.

Linda noted that the bricks around the base of the library sign are disintegrating. She will look through the old minutes to see how did the original installation. Jon will look around for a mason for potential repairs.

The ACT Trustees Workshop will be held this Saturday, March 16 at the Central Library. Attendance at this fulfills Continuing Education requirements for trustees.

The Spring Book Sale will be held from April 16 to 19. Pat will get a sign-up sheet ready for workers.

There was discussion about the possibility of having snowshoes available for patrons to check out. Sue noted that she had asked our NYS Assemblyman, David

DiPietro, about potential funding to purchase some for next winter. Concerns centered on liability for any potential injury, how to make sure they are returned, how long someone could keep a pair. We will start asking other libraries that loan equipment and other items how they handle these issues.

We need to start work on the Five Year Plan of service. Pat will email our current one and one from Hamburg to all trustees to read through.

New Business

The Director noted that she had received an email concerning an amendment that the NYS Board of Regents has made concerning Library Minimum Standards. The standard now includes specific written policies which must be reviewed and updated at least once every five years or earlier if required by law. These include:

- The selection or library materials and reconsideration of such selection
- Public usage of library space and meeting rooms
- Codes of conduct
- Confidentiality of library records
- Internal library policies related to:
 - Personnel policies that ensure consistent staff management and fair employment practices
 - Disaster preparedness
 - Financial control policies that fulfill the legal and fiduciary responsibilities of the governing body and promote fiscal oversight, accountability, and sustainable management.

The Director also informed the Board of a staff resignation. She has checked with HR at Central and she can pursue filling this position by reviewing some previous resumes without doing a formal posting of the position.

The next meeting will be held April 13 at 5:15 p.m.
The meeting was adjourned at 6:20 p.m.

Respectfully submitted,
Linda Meyer, Secretary