

Bell Memorial Library Board of Trustees Minutes
March 19, 2026
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Old Business:

Livingston County Civil Service has not implemented the Librarian's job description and educational requirements. Discussed an additional way to assist with this step.

Ann Range is required to complete OWWL training for LibCal (Library Calendar). OWWL has been given her contact information .

Sue Didas will be the Election Inspector.

New Business: None

The next scheduled Board meeting is April 16, 2026, at 6:60pm

Adjourn: The motion to adjourn was made by Jeff Long, seconded by Margaret Grosse. Carried. Adjourned at 7:07pm.

Respectfully submitted,

Margaret Grosse, Secretary

FYI: May 5, 2026 at 6:00pm Annual Budget Hearing

May 12, 2026, 11:00am - 6:30pm Voting for Annual Budget and Trustee

Present: Jeff Long, Ellyn Hotchkiss, Margaret Grosse, Julie Simone

Absent: Pete Piraino, Carol Thompson

Community Forum: None

Convene: Jeff Long called the meeting to order at 6:35pm.

Minutes: Correction to the February 19, 2026 Minutes: Old Business should read..., Library debit card will cease to be used; New Business should read...Director of OWWL. The motion to accept the Minutes of February 19, 2026, with noted corrections, was made by Ellyn Hotchkiss, seconded by Julie Simone. Carried.

Treasurer's Report: January 2026, Sweep Account - Service Charge of three hundred twenty-eight dollars (\$328.00) was for payment of December 2025. February 2026, Reserve Account-Service Charge of three hundred twenty-eight dollars (\$328.00) was for payment of the January 2026, Sweep Account-Service Charge. The Service Charge was always for the preceding month. The Reserve Account does not have a Service Charge. With this noted, the motion to accept the February 2026, Treasurer's Report and the Bills of the Evening was made by Julie Simone, seconded by Jeff Long. Carried.

Director's Report:

IRS charge of eight hundred twenty dollars (\$820.00) penalty for the 990 Report is void. No payment is due.

Jill Pipi, is preparing the Annual Report.

AFR (Annual Financial Report) for the OSC (Office of State Comptroller) will be prepared by Rob Baldwin via BB\$ (Bennett Business Service).

Bell Memorial Library annual Budget & Election advertisement has been submitted to the Mt. Morris Shopper.

Margaret Grosse and Patty Galbraith have reviewed the necessary absentee materials.

Patty Galbraith will be on vacation April 20, 2026 - April 28, 2026. Coverage has been planned.

BB\$ (Bennett Business Service) has formatted a new payroll report for the Library.

LLSA (Local library Service Aide) has been reminded that 2025 monies is owed this Library.