

Meeting of the Board of Trustees of the Coburn Free Library October 23, 2025

**Present:** Linda Williams, President, Michael Fenn, Treasurer, Ellen Keough, Secretary, Carlynne Freitag, Trustee, Mikayla Worzel, Executive Director

**Excused:** James Pritchard, Vice-President, David Woodburn, Trustee, Joe Palladino, OACSD Trustee

**Approval of September Minutes:** Mike Fenn moved the September minutes be accepted. C. Freitag seconds. Approved.

**Financial Report:** Account balances have been reconciled to statements for September. From Bank Statements as of 9/30/2025:

Director Discretionary Fund	\$ 4,712.61
Regular Checking	\$ 124,180.58
Endowment Fund	\$ 948,612.57
HVAC Checking Acct	\$ 1,497.20

A new checking account has been opened for the HVAC project. Account 41500 is being used to record donations/income to the HVAC project.

**Director Report:** We still have no news about the NYS construction Grant. The Director has submitted a grant request to the Hooker Foundation that would support expenses for the electrical system upgrades necessary for the HVAC project. Halloween Party is planned for Saturday the 25th. The Girl Scouts of America will be using our meeting space to build membership. The Director is pursuing some new programming for adults for the fall and winter. The “heat” is on.

**Old Business:** Work to begin on the electrical updates required for the HVAC project will begin at the end of the month. Fall Fundraiser Letter will be mailed before month end. An electronic copy will be emailed to newsletter recipients.

**New Business:** The closing of Baker and Taylor (supplier of library books) necessitates establishing accounts with new business. Linda Williams made the following motion, “Move that Coburn Free Library act as the fiscal sponsor for Tioga Contra Dance organization. This will allow them to apply for community arts grants through the Arts Council of the Southern Finger Lakes.” Seconded by Carlynne Freitag and all approve.

The next regular meeting of the Board of Trustees: **Thursday, November 20, 2025 at 10 AM.**

Respectfully submitted, Ellen C. Keough