

Ellington Library Board of Trustees Meeting Minutes

Date: June 22, 2026

Time: 6:06 p.m.

Location: Ellington Library

Call to Order

The meeting was called to order at 6:06 p.m. by President DreAnn Csorba.

Roll Call

Present:

- Judy Whittaker, library director
- Cindy Wragge, Treasurer
- Dee Young
- DreAnn Csorba, President
- Christine Lippencott, Secretary

A quorum was verified.

Approval of Previous Meeting Minutes

The minutes from the previous board meeting were distributed by email.

Motion: Cindy Wragge moved to approve the minutes as presented.

Second: Dee Young

Vote: Motion carried unanimously.

Treasurer's Report

The Treasurer's Report was not available and will be presented at the next regular meeting.

Library Director's Report

The Library Director reported:

- Two additions to the Director's Report.
- The library has been waitlisted for a New York State DEC grant.
- The library has been designated as a Disadvantaged Community Library

Motion: Dee Young moved to accept the Director's Report.

Second: Christine Lippencott

Vote: Motion carried unanimously.

Committee Reports

Finance

- Bookkeeper Rhonda Haick reported that purchasing a new QuickBooks program was not necessary.
- No recommendations have been received from the audit committee at this time.

Building Committee

Window Washing

The Board reviewed a proposal from Eric Hoglund to wash the interior, exterior, and front windows for **\$349.00**. The proposal is pending proof of insurance and a signed contract before work begins.

Lawn Care

Contract is still needed and signed with Nichols Landscaping

Propane Pre-Buy Program

The Board discussed participation in the 2026–2027 propane pre-buy program.

- Last year's propane usage was approximately **1,806 gallons**.
- Current pre-buy price is **\$2.10 per gallon**.
- The library will reserve **400 gallons**, with payment due upon purchase for \$2.25 per gallon
- A past due balance of **\$199.46** will be paid.

Motion: Christine Lippencott moved to purchase 1,800 gallons through the pre-buy program and pay the outstanding balance.

Second: Cindy Wragge

Vote: Motion carried unanimously.

Leaking Toilet

The leaking toilet was shut off and drained. Cindy Wragge's husband completed a minor repair. Additional repairs will be monitored as needed.

Well Project

The Board reviewed proposals regarding well abandonment from Caster and Ehmke. Discussion focused on determining the best approach and identifying the necessary steps to complete the project with Caster

Fundraising

Town Picnic

The Town Picnic is scheduled for **July 31–August 2**.

Assignments include:

- Pie booth volunteers and pie-making schedule.
- Cindy will obtain food permits.
- Christine will coordinate decorations.
- Judy will organize the flag for the booth.
- Plates, forks, and plastic wrap will be purchased.
- Pie slices will be sold for **\$3.00 each**.

Election Day Dinner

The Election Day Dinner is tentatively scheduled for **November 3, 2026**, with additional planning to take place at a future meeting.

Grants

The Board discussed:

- A **\$1,500 Chautauqua Region Community Foundation grant.**
- A Southern Tier Library System summer grant application for **\$500.**

Nominating Committee

Amanda Buck expressed interest in joining the Library Board.

Ad Hoc Personnel

Record keeping was briefly discussed.

Strategic Planning

The Board agreed that the library's Strategic Plan needs to be updated.

Old Business

Conflict of Interest Forms

All Board members have signed and submitted their Conflict of Interest forms.

Bylaws

President DreAnn Csorba continues to work on proposed bylaw amendments.

New Business

The Board discussed whether the library is eligible to receive a direct payment of an Individual Retirement Account (IRA) as a donation brought up by Cindy. Suggestion for donor to speak with donor's account for more information

The Board also discussed sending a thank-you note acknowledging a charitable donation. The note will include the donation amount, to Mary Jo Henning and MK Pearce DreAnn Csorba has the thank-you cards available.

All communications will be cc'd to DreAnn moving forward

Next Meeting

The next regular meeting will be held on **Monday, July 20, 2026, at 6:00 p.m.**

Adjournment

Motion: Christine Lippencott moved to adjourn the meeting.

Second: Cindy Wragge

Vote: Motion carried unanimously.

The meeting adjourned at **7:47 p.m.**

Respectfully Submitted,

Christine Lippencott

Secretary, Ellington Library Board of Trustees