

# Library Board of Trustees Meeting Minutes

**Date:** February 17th, 2026

**Location:** Cady Library. Nichols, NY.

**Time:** 7:03 PM – 7:53 PM

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## 1. Call to Order

The meeting was called to order at **7:03 PM** by President **Elizabeth Shay**.

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## 2. Roll Call / Attendance

**Trustees Present:**

Elizabeth Shay

Erica Deretz

Ann Hill

Kim Stephens

Esther Woods

Ladd Yost

Chatney Clark

Barb Cushman

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## 3. Approval of Minutes

Minutes from the previous meeting were reviewed.

A motion to approve the minutes was made by **Esther Woods** and seconded by **Kim Stephens**.

The motion carried.

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## 4. Old Business

- Bills were signed and approved by board members.

## Agendas

It was discussed that meeting agendas will be posted on the library website and in the *Morning Times* for public viewing. The President will create the agenda and send it to **Erica Deretz** for posting.

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## 5. New Business

### Utilities

The NYSEG bill was reviewed and noted to be slightly higher than last year:

- 2/26: \$1,611.00
- 2/25: \$1,535.73

It was noted that the building has been warmer overall.

### Spectrum Refund

A refund of **\$64.08** was received from Spectrum. The board agreed to request additional refunds for other months in which the library was overcharged.

### Meeting with Tioga Arts Council

A meeting is scheduled for Friday with **Kathye Arrington** and the **Tioga Arts Council** to discuss art classes the Council would like to sponsor at the Cady Library.

### Southern Tier Digital Equity Coalition

A meeting is scheduled for Friday afternoon with the Southern Tier Digital Equity Coalition to discuss digital equity gaps and possible solutions.

### New Library Aide

Mackenzie Ingraham has been hired as the new Library Aide. She holds a degree in Visual Arts and is doing well in the position.

### SuperbOwl Party

The SuperbOwl Party was successful. There were plenty of leftover snacks, which will be used for the upcoming author visit.

## Summer Reading Registration

The library will use **READSquared** for Summer Reading registration this year.

## Upcoming Events

- **Author Visit:** Lisa McCarthy Cole — March 7th at 1:00 PM
- **Girl Scouts Cookie Sales:** March 14th from 11:00 AM – 1:00 PM
- **Tioga Pre-K Field Trip:** March 20th from 8:45 AM – 10:45 AM
- **Earth Day (April):** Free trees will be distributed (one per registered child) through the Neighborhood Forest nonprofit.
- **May 4th Program:** Make Your Own Lightsaber craft (approved by board)
- **Read Across America Week:** A mini reading challenge will be held, with a prize for each child who turns in a reading log.

## Non-Fiction Section

The Non-Fiction book section has been completed.

## Donation

The library received a **\$100 donation** from the Newark Valley Weltonville Volunteer Fire Company in honor of LaVerne “Skip” Scott, Jr., who passed away in November 2025. A thank you note has been written.

## Conflict of Interest Policy

A Conflict of Interest Policy was created. Board members will review the policy and discuss it at the next meeting.

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## 6. Board Officer Elections

The following officers were nominated and elected:

- **President:** Elizabeth Shay
    - Nominated by Esther Woods
    - Seconded by Kim Stephens
  - **Vice President:** Kim Stephens
    - Nominated by Elizabeth Shay
    - Seconded by Esther Woods
  - **Secretary:** Chatney Clark
    - Nominated by Elizabeth Shay
    - Seconded by Ann Hill
  - **Treasurer:** Barb Cushman
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## 7. Additional Discussion

Ladd Yost will look into the transfer of **\$6,601.11** from Library Grant Account **#0546** into the Library Savings Account **#1579**.

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## 8. Adjournment

A motion to adjourn was made by Elizabeth Shay and seconded by Esther Woods.  
The meeting adjourned at **7:53 PM**.

### Next Meeting

March 17th, 2026.

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Respectfully submitted,  
**Chatney Clark**

2/18/2026

DRAFT