Berkshire Free Library
Meeting of the Board of Trustees
at the Berkshire Free Library
October 13, 2026

Present: John Stoughton, Sue Ford, Nancy Lohmann, Carol Leigh, Janice Merrill, Barbara Schwarz Denny Dyer and Fran Miller.

The meeting was called to order at 10:15 AM by President John Stoughton. For the Agenda, the memorial for Carol Cox was added to Old Business and Insulation was added to New Business. No other changes requested.

REPORTS
Secretary: Minutes of the September meetings were reviewed. The Treasurer report second sentence should read "Penny gave Carol an additional $50 from the final sale of Maurice Stoughton's History of Berkshire books earning us $105. This is the last of the books with no reprinting planned." Storage room renovation name is Shane Spoonhower on second page. No other changes requested
Treasurer: Carol paid the Polaris bill and wondered where to put money to be received from taxes. After discussion she will create a line under Income/Government Support "Library Tax." Fran read a letter from Tioga County on how the tax money will be remitted in late November to early December, with a final remittance sometime in May. John reported that Union Insurance payments for the Town of Berkshire were raised significantly so the Town's Library support may be lowered. No further discussion for the Treasurer's report.

Director: David Perry gave the Library some pumpkins which was very nice. We discussed finding hours for an Assistant to Fran, and after discussion the play could increase Saturday operation by 3 hours or 9am-5pm; Tuesday-Wednesday-Thursday operations by 2 hours each day or 10am-5pm. After Fran has hired an assistant and determined an appropriate distribution of hours worked, the new times will be posted. Barbara moved we increase Library hours within this guideline and as preferred by Fran and new assistant, to be posted after training of new assistant. Janice seconded and upon question, the motion passed unanimously. There were no further questions.

Barbara moved the Reports be accepted as presented. Sue seconded and upon question, the motion passed unanimously.

OLD BUSINESS
Grants - Fran reported we are getting one of the grants reimbursed.
Cameras - Ace Security quote for 5 wireless cameras installed was $2,846. After discussion we will get a wired camera quote as well and Denny will make a call.
Director's Assistant - Fran will ask FLLS about fingerprinting and background check.
Keys - Keys are now numbered and we have a list of who has what number.
Memorial for Carol Cox - Cost of building a bench was $184 plus lumber but it is hard to get the hardware to put it all together. Maya check on what they got at the Newark Valley library bench.

NEW BUSINESS
Halloween Activities - Fran will give out candy throughout the day on Saturday the 31st but is unsure what the Fire Department is doing. Noted Richford's Trunk or Treat is the Sunday before Halloween in the afternoon. Speedsville's is 3 PM on Halloween at the Park.

Weekend Cleanup - Picnic table will be moved to storage and storm door will be taken by Denny to repair over the winter. Tools that are in the basement will be brought upstairs for easier access.
Insulation - Shane Spoonhower will be contacting us soon regarding the basement insulation and hopefully the storage room insulation.

ROUND TABLE
Nancy noted donation letters are going in the mail later today.
Denny noted the tree on the corner is hitting the building and it will be removed. He sturdied up the rail down the basement stairs.
Janice noted November 5th she is hosting an Estate Planning seminar at the Richford Church with luncheon at noon. All welcome!

There being no further business to conduct, Barbara moved for adjournment, seconded by Sue and unanimously approved.

Respectfully,

Janice Merrill, Secretary