

Chautauqua-Cattaraugus Library System
Board of Trustees Meeting
April 9, 2025
Randolph Library, Randolph

Board members in attendance:

Reed McElfresh, Donald Butler, Cassie Blakeslee, Steve Crowley, Sandy Blood, Cody Whitton.

Board members absent: None

Staff in attendance: Jan Dekoff

Community in attendance: Ed Erhart

1. Meeting called to order at 6pm by Reed McElfresh.
2. Public comment (3-minute limit per person) none
3. Consent Agenda:
 - a. Changes or additions to the agenda none
 - b. Approval of minutes of previous meeting
Motion to approve made by Don Butler, 2nd Sandy Blood
Yes 6 No 0
4. Treasurer's Report
 - a. Budget Update: Overall budget is good. Funding came in from Chautauqua/Cattaraugus counties. We will be watching as the postal service increases fees for mailing services and adjust as needed. Shipping within the interlibrary service currently averages around \$5.00. We are anticipating the state budget but unsure when. Banks signature requirements are all up to date.
Motion to accept budget update made by Steve Crowley, 2nd by Don Butler
Yes 6 No 0
5. Unfinished Business
 - a. Assistant Director Position: A full job description has been created for the position. The position will be evaluated over time to refine the job description. Some duties from Youth and Outreach job description may be reassigned.
Motion to create position and have LJ Martin step into role made by Don Butler, 2nd by Cody Whitton
Yes 6 No 0
*the date this will take effect will be updated in June meeting notes.
 - b. Trustee Candidates
 - i. Board regretfully accepts the resignations of Barb Kittle on 4/8/25 and Nancy Padak on 3/6/25. We thank them both for their dedication to the library system.
Motion to accept made by Sandy Blood, 2nd by Don Butler
Yes 6 No 0
 - ii. The board has been presented with two potential candidates.

1. Bob Lingle of Panama CHQ County
2. Jason Bussman of Frewsburg CHQ County

*still actively looking for a Catt Co representative

Motion to appoint both candidates to the board for the remainder of the term ending in Oct 2025 made by Don Butler 2nd by Cody Whitton.

Yes 6 No 0

6. New Business

- a. Interim Secretary: With the resignation of Nancy Padak, the motion was made to have Cassie Blakeslee act as interim secretary for the remainder of term ending in December 2025. Motion made by Steve Crowley and 2nd by Sandy Blood.

Yes 6 No 0

- b. Meeting locations for June and August meetings

June - Kennedy Library

August – Olean Public Library

- c. Update on IMLS: Constant changes. At this point, we continue to advocate for the libraries and continue serving the communities. Jan was able to speak at a rally in Fredonia on behalf of all libraries. CCLS has reached out to the Seneca Nation to see if assistance addressing their IMLS funding. They are fine for now, but will reach out as they see fit. E-rate system could be affected, but again nothing is known right now and we will continue to serve communities.

7. Director's Report:

- a. Report on System activities – Janice Dekoff

- i. Advocacy - very important more than ever. Encourage everyone to reach out to representatives and advocate.
- ii. We have just two library reports to be turned into the system. Excellent job!
- iii. Upcoming votes
 1. Myers – Frewsburg
 2. Randolph
 3. Fredonia

- b. Meeting with Assemblyman Molitor's office in Jamestown on 4/10

- c. Sinclairville recently used the system to help with an issue. Matter seems to be resolved per the attorney.

8. Next meeting: Wednesday June 11, 2025 – 6:00pm, Kennedy Free Library

9. Meeting adjourned at 650pm. Motion made by Sandy Blood, 2nd by Steve Crowley

Cassie Blakeslee

Interim CCLS Secretary