

Gowanda Free Library – Board of Trustees

Minutes for September 24, 2026 5pm

Present: Charity Knighten, Jeff Hatfield, Hayley Wilkins, and Jessie Mekus

Called to order at 5:03pm

Secretary Report is approved – Charity motions, Hayley Seconds and all were in favor.

Treasurer Report, Director Report and Friends of the Library reports were given.

New Business:

- Key Policy was discussed but no changes were made, talked about instead of updating the key policy we could update lock to have fobs instead of keys.
- Snow Days – Charity Motioned, Hayley seconded and all were in favor to update the “Emergency Closing Notification Procedure in the Personnel Policy – delete “When the school is closed” from this section.
- Exterminator- update was given. Hayley motioned, Charity Seconded, all were in favor to update the Building Maintenance and Repairs line item in the budget with the addition of \$1200.
- Excess Water on side of the building/broken gutter – Brought to the Library’s attention that the water that is coming off of the side of the building is running on to our neighbor’s property. Jessie will do some research on how to change the water route from the side of the building.

Old Business

- Hail Damage update – Jessie has notes on all that has taken place to get insurance to meet a quote.
- Selling Computers – no decision was made, Jacob Wilkins will take a look at computer to see if we can sell certain parts.
- Materials Audit – Jessie has started working on this process and will look to see what days the library will be closed to conduct the audit.

No Community Public Comments

Meting was adjourned at 6:26pm.

Next meeting will be held on November 19, 2026 at 5pm.