

**Amended AGENDA
PENN YAN PUBLIC LIBRARY
BOARD MEETING
October 23, 2025 6:30pm**

Call to Order

- Public Comment
- Additional Agenda Items?
- *Adoption of Agenda
- * adoption of September 18th minutes

Present: Angela Gonzalez, Sharon Pinckney, Val Brechko, Bethany Snyder, Steve Darrow, Kelley Walker, Elizabeth Burris-Chase, Kristen Comstock, Constance Glover

Financial Review

- *Payment of bills for September 2025

Library Director's Report

Standing Committee Reports

- Policy Review Committee
- Personnel Committee met 10-23
- Nominating Committee
- Finance Committee *need to meet*
- Building Committee

Old Business

- *Library Use Policy

AI Policy update

New Business

- *Proposed Hicks Kimball Room (Meeting Room) Use policy updates
- Bylaws updates

- *Appoint Amy Loveland

Library Director Recommendation: The Board of Trustees approves the probationary reinstatement appointment of Amy Loveland to Library Clerk at a starting hourly rate of \$19.64. Permanent position appointment to be determined upon successful completion of probationary status following performance evaluation by the Library Director.

***Adjourn**

Items with * require Board action. Enclosures: 9-18-2025 minutes, Budget and Balance sheets, Director's Report, Circulation Stats, Children's and Adult services reports, Library Use Policy- proposed, Hicks Kimball Room (Meeting Room) Use policy-proposed

8.4 Hicks Kimball Room Use

The Hicks Kimball Room (HKR) is available for public use when not required for Library programs.

Guidelines

- Individuals using the HKR must abide by the Library Use Policy. (See Section 8)
- Groups may reserve the HKR.
- Groups and individuals located within the PYPL chartered service area have prioritized access to use of the HKR.
- The HKR must be used during regular Library hours except for Library programs.
- HKR reservations must be made for specific hours.
- Groups must leave promptly when their reserved time ends.
- No admission fees may be charged, donations solicited or materials/services sold, with the exception of Library programs.
- Light refreshments may be served.
- Groups are responsible for setting up and taking down tables and chairs.
- Groups using the Room will assume full responsibility for any damages and additional cleaning fees.
- The HKR Room Use Agreement (See Appendix J) must be signed by:
 - Groups intending to serve refreshments and
 - Groups reserving the room for multiple scheduled sessions.
- The Library does not endorse the policies or beliefs of groups permitted to use the HKR.
 - Groups are required to place the following disclaimer on any publicity they produce to promote their program. "Penn Yan Public Library does not endorse the policies or beliefs of groups permitted to use the facility for meetings or events."