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125th ANNUAL MEETING
of the Hoag Library of the
Swan Library Association
May 5, 2025

12PM Eastern Daylight Time:

Pursuant to Article III, Section 4 of its By-Laws, this being the first Monday in May, President Linda Weller called the 125th Annual Meeting of the Hoag Library of the Swan Library Association to order.

The following members of the Association were in attendance: Betty Sue Miller, Kevin Doherty, Gladys Lotta

This year there are two (2) vacancies for the office of Trustee – one 4-year term, and one 2-year term. There is one candidate on the ballot. Nominations from the floor of the Annual Meeting are not accepted. Candidate biography is on the Library website at www.hoaglibrary.org/board, and at the voting table in the main lobby.

At the regular March 2025 meeting of the Library Trustees, it was determined that this election and Annual Meeting will follow the format originally adopted March 12, 2008 and successfully used at Annual Meetings thereafter.

- Election shall be by paper ballots, submitted by qualified members of the Association from this point until 7 PM this evening. At 7 PM, those qualified voters, either registered or in a definite position to register, will be allowed to cast ballots, but subsequent voters will be turned away. Qualified members of the Association must be 18 years of age and have lived in the service area of the Library for at least 30 days on the day of the Annual Meeting.
- The successful candidates will fill the vacancies based on the number of votes received: the individuals receiving the highest vote tally will serve the full 4-year term.
- Each potential voter will register and receive a blank ballot. A ballot will be considered valid if it contains marks voting for 1 nominee. A voter who has spoiled a ballot in any way can ask for a clean ballot up until the time the ballot is cast.

Are there any questions?

At this time, I declare this Annual Meeting in recess until a time certain to allow for the casting of ballots. This meeting will reconvene at this same place at 7PM this evening for the purpose of receiving various reports and conducting the necessary business of the Association. There will be light refreshments.

Pursuant to Article III, Section 4 of the By-Laws, and this being the first Monday in May. **Linda Weller, Trustee President**, called the 125th Annual Meeting of the Swan Library Association to order at 7:03pm on May 5th 2025.

Attendance: Kevin Doherty, Mary Witkop, Rachel Hicks, Dawn Squicciarini, Allyson DeBoard, Sandra Walter, Carole Patterson, Linda Weller, Jim Babcock, Betty Sue Miller, Elizabeth Haibach

Megan Coyle – Recording Secretary

Welcoming Remarks: “The Hoag Library of Albion continues to serve as a vibrant cornerstone of the community, thanks to the dedication of its staff, volunteers, and leadership. Year after year, the library has enriched the lives of residents through a wide range of successful programs that promote literacy, lifelong learning, and community engagement. From children's story times and teen workshops to adult education events and local history presentations, Hoag Library’s programming reflects its commitment to meeting the diverse needs of its patrons.

Behind these efforts is a team of passionate and knowledgeable staff members who go above and beyond to make the library a welcoming, helpful, and inspiring place for all. Their hard work and creativity are the driving forces behind the library’s continued success and positive impact on the Albion area.

Equally vital is the unwavering support of the Friends of the Hoag Library. This dedicated group of volunteers plays an essential role in fundraising, and special event coordination. Their efforts not only enhance the library’s offerings but also foster a deep sense of community pride and connection.

The Board of Trustees also deserves recognition for its steadfast leadership and vision. The board’s commitment to responsible governance and long-term planning ensures that the library remains financially sound, forward-thinking, and responsive to the evolving needs of the community.

Together, the Hoag Library staff, Friends group, and Board of Trustees embody the spirit of service and collaboration, making the library a true asset to Albion and a model of community-driven success.” – Linda Weller, Board President

Guests in attendance: None

Acceptance of 2024 Annual Meeting Minutes

Kevin Doherty moved to waive the reading of the 2024 Annual Meeting minutes and approve them. The motion was seconded by Mary Witkop. The motion passed unanimously, and the minutes were accepted.

Treasurer’s report:

Mary Witkop moved to approve the Treasurer's report. The motion was seconded by Jim Babcock. The motion passed unanimously, and the report was accepted.

Election Certification Resolution:

Board Member Allyson DeBoard moved:

Whereas the election held coincident with this 2025 Annual Meeting of the Hoag Library of the Swan Library Association had two vacancies, but only one candidate nominated in accordance with the Election Protocol adopted in a regular, public meeting by the Trustees; and Whereas some members of the Association provided votes for write-in candidates; be it therefore Resolved, that this Annual Meeting, by affirmative majority vote, certifies for this election only, those write-in ballots deemed proper by the Nominations and Elections Committee be included in the vote totals and the determination of positions elected.

The motion was seconded by Rachel Hicks and passed unanimously.

Director's Report:

Betty Sue Miller presented a summary of general library expenditures (pie chart provided) and reviewed the cost and usage of various programs and subscriptions, including digital books. She reported on circulation statistics (physical and digital), homebound deliveries, interlibrary loans, and notarizations provided free by staff. Hoag's collection continues to grow, with borrowing from partner libraries exceeding what is lent out.

Community partnerships remain strong, including the Hoag Music Series, Master Gardeners, Red Cross Blood Drive, and safety checks in cooperation with local law enforcement. The Dulcimer building classes and music events remain especially popular.

Betty Sue also shared positive patron feedback and highlighted the continued success of well-attended programs, especially music-related offerings.

Upcoming events include the Friends of the Library Plant and Book Sale, ACS Budget Hearing, ACS budget vote and elementary art show, and the Nioga Annual Meeting.

Election Report:

Linda Weller shared the election results for this year, which included two vacancies for the office of trustee: one for a 4-year term and one for a 2-year term to complete a vacancy. A total of 25 ballots were cast. The results were as follows:

- **Kevin Doherty** – 24 votes (4-year term)
- **Dawn Squicciarini** – 13 votes (2-year term, write-in to fill vacancy)
- **Jon Costello** – 1 vote (write-in)

Unfinished Business: None

New business: None

James Babcock moved to adjourn the meeting until next year at 7:21pm, seconded by Kevin Doherty and passed unanimously.

Organizational Meeting Call to Order:

Betty Sue Miller called the organizational meeting of the Hoag Library of the Swan Library Association to order at 7:30 pm.

Nominations:

- **President** – Dawn Squicciarini nominated Linda Weller. The motion was seconded by Jim Babcock and passed unanimously.
- **Vice President** – Rachel Hicks nominated Mary Witkop. The motion was seconded by Dawn Squicciarini and passed unanimously.
- **Secretary** – Kevin Doherty nominated Dawn Squicciarini. The motion was seconded by Mary Witkop and passed unanimously.
- **Treasurer** – Mary Witkop nominated Rachel Hicks. The motion was seconded by Allyson DeBoard and passed unanimously.

Policy Handbook Adjustment Discussion:

A question was raised regarding whether a regular meeting would be held this month. Betty Sue explained that an adjustment had been made to the policy handbook. After discussion, it was decided that, since the adjustment was brief, it would be presented and read immediately instead of waiting until the June meeting for the second reading.

Betty Sue had Meghan Coyle read the newly added line under Section 1, the heading of **Strictly Prohibited Conduct**:

“Bringing large, bulky, or otherwise unnecessary items into the facility for an extended period of time (e.g. camping equipment, bedding, or other personal effects intended to be used for an extended duration in the Library).”

Kevin Doherty moved to adopt this presentation as the first reading, seconded by Mary Witkop, and passed unanimously.

The next meeting will be held on June 11th.

Jim Babcock moved to adjourn the meeting at 7:51 pm, seconded by Mary Witkop, and passed unanimously.

Respectfully submitted
Board of Trustees Secretary
Dawn Squicciarini