



PITTSFORD COMMUNITY LIBRARY | 24 STATE STREET | PITTSFORD, NY 14534 | (585) 248-6275
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TRUSTEES | Tracy Castleberry | Radhika Ramesh | Chris Hall | Lori Lusk | Brandon Cottrell | Marcia Layton Turner | Daniel English | James Hall |

LIBRARY DIRECTOR | Amanda Kuhnel Madigan

**Pittsford Community Library
Board of Trustees Meeting
Wednesday, November 12, 2025 | 6:00pm | Fletcher Steele Room**

Present

James Hall, Daniel English, Tracy Castleberry, Lori Lusk, Chris Hall, Marcia Layton Turner

Also Present

Amanda K. Madigan, Marie Johnson, Nancy Dhurjaty

Public Attendees

Six public attendees for participation in government class. There were no public comments.

Board President Chris Hall called the meeting to order at 6:01 pm.

Abstract

- **James Hall motioned for approval of the November 7, 2025 Accounts Payable Outstanding Invoices totaling \$20,202.11. Daniel English seconded the motion which carried.**

Minutes

- **Tracy Castleberry moved to approve the October minutes. James Hall seconded. Motion carried.**

Friends Liaison Report

- Nancy Dhurjaty announced the Friends Book Sale this Thursday, November 13 through Saturday, November 15. Rare and fine books will be featured.
- Friends are planning their annual audit and requested a volunteer from the board of trustees to assist. Please contact Nancy if interested.

High School Liaison Report

- Marie Johnson reported that Senior Inquiry Projects are underway, and a college library trip will be planned for student research.
- Sutherland High School Librarian Tami Holihan will have updates to share each month.
- First quarter ended Wednesday, November 5.
- The PTSA's 62nd Annual Super Sale was held Saturday, November 8 and Sunday, November 9 at Nazareth University's Golisano Training Center.
- Sutherland's Chorus and Orchestra Concert is Thursday, November 20 at 7 pm.

Director Report

- Amanda K. Madigan's director report of library activities and events was emailed prior to the meeting.
- **Amanda requested a motion to approve the removal of the following items from inventory:**
Fixed Asset # 13309 Double OPAC Station and printer stand \$ 2,243.19
Fixed Asset # 15839 Bookshelf \$ 900.00
Marcia Layton Turner moved to approve the disposals. Lori Lusk seconded the motion which was approved.

New Business

- **Lori Lusk motioned to approve the 2026 Trustee Goals as amended. James Hall seconded the motion which passed.**
- **2026 Director Goals were moved for approval by Daniel English. Tracy Castleberry seconded, and the motion carried.**
- Officer position descriptions were distributed. Interested trustees should contact Lori Lusk.

Ongoing Business

- Lori Lusk reported for the Volunteer Recognition Committee.
- Trustees are reminded to submit education assurance forms for 2025.
- Daniel English reported on his shadowing experience at the Welcome Desk.

Chris Hall called for adjournment to Executive Committee at 6:27 pm which concluded at 6:37 pm.

Respectfully submitted,

Lori O'Connor

Library Clerk

Official Board Minutes are on file at Pittsford Community Library.