

Regular Board Meeting
Youngstown Free Library Board of Trustees

January 26, 2026 7:00 PM Rescheduled to February 2, 2026 7:00 PM

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

Meeting Called to Order

Karran Swayze

Election for Chairman and

Karran Swayze

Clerk Pro Tempore

Comments from the Public

Minutes of Reg. Board Meeting Nov., 24, 2025 Peter Pfohl **for** Mary Clinch

Reports

Treasurer's Report

David Smith

Correspondence

Peter Pfohl

Director's Report

Sonora Miller

Liaison to the Friends

David Smith

Old Business

- Approval of 2026 Board meeting dates and the Holiday closing dates for 2026
- Discussion on Responsibilities of Trustees

New Business

- Elect Board of Trustees Officers & Liaison to the Friends slate

President—Peter Pfohl

Treasurer—David Smith

Vice President—David Brooks

Corresponding Secretary—Nancy Askins

Recording Secretary—Mary Clinch

Liaison to the Friends—Appointed

- **Stone Jug 5K** January 31, 2026 - 9:30 AM Registration and 11:00 AM Walk/Race
- **2026 Committee Assignments** – review for Feb meeting
- **Complete signing of annual compliance forms** by Board members – Code of Ethics, Conflict of Interest, Whistle-blower Right to Read, Right to View, Library Bill of Rights

Upcoming Events

- **February 8** Bandana's Chili Cookoff 1- 4 PM
- Please check the NIOGA Library System Trustee site at <https://niogatrustees.org/> for Training, Continuing Education for Trustee Training for 2026

Adjournment

Next Meeting: 23 February 2026 @ 7:00 PM

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.



DRAFT

YOUNGSTOWN FREE LIBRARY BOARD OF TRUSTEES MINUTES

REGULAR BOARD MEETING

DATE: November 24, 2025

TIME: 7:00 p.m.

Present: Karran Swayze, Dave Smith, Peter Pfohl, David Brooks, Director Sonora Miller

Absent: Mary Clinch (excused), Dr. Nancy Askins (excused)

Call to Order: 7:04 p.m.

Comments from the Public: None

Minutes of October 27, 2025 Board Meeting

Karran presented the minutes of last month's meeting.

- A motion was made by Dave Smith and seconded by David Brooks to accept the October meeting minutes as presented. The motion passed.
- Mary will change the designation of the minutes from 'Draft' to 'Accepted'. An updated copy will be posted to Dropbox.

President's Report: Karran Swayze

- No report this month.

Finance Report: Dave Smith

- The YFL KeyBank account stands at \$30,000+, which should cover expenses through the end of the year.
- The two Morgan Stanley CDs (totaling \$40,000) were rolled over at 3.7% for six months.
- Jenn (accountant) is missing a check; Sonora and Dave Smith are aware and will research, using the KeyBank check log.
- The CFGB distribution date has changed to June; the Board held discussion relative to its use and flexibility.

Correspondence Report: Peter

- A thank-you was sent to the Friends of the Youngstown Library (FOYL) for organizing and overseeing the Harvest Tea, and for continuing support to promote the Library's mission.

Director's Report: Sonora

- The fan motors in all three mini-split units were replaced; the Library is much quieter for it.

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

- Rearrangement of the paperback into the Adult Fiction collection is complete. Large Print Fiction is back in the Fiction Room. We now have a 'Library of Things' in the Non-Fiction Room.
- A Banned Books display was created by Mike and Jaspen and featured in all three collection rooms. It proved to be conversational.
- We have a new main book supplier, Author's Note in Medina, NY. Sonora is very pleased with this development. She is familiar with the owners and has already initiated a working relationship with them.
- Sonora secured two mini-grants from Nioga: \$220 to be used to address seniors' requests (2025 Adult Services Mini-Grant) and \$210 to be used to address young readers who struggle with reading (2025 Youth Services Mini-Grant).
- Sonora also applied for an 'Access and Innovation' grant from WNYLARC for a digital transfer station and is awaiting news on it.
- Mentions were also made of many programs currently being offered, including Book Clubs, Story Hour with the Town of Porter, bi-weekly story times at The Children's House, Tech Help with Sonora and Adam, Discover and Explore Your Digital Library, and Trunk or Treat.
- Publicity presence in the community was also reported: Facebook: 1623 followers, Instagram: 805 followers, and the November newsletter.
- The third public internet computer was replaced, and licenses were installed on all three to improve efficiency.
- The 75th anniversary banner by the Parkway will be removed.

Friends of the Library (FOYL): Dave Smith

- The FOYL met on November 19, 2025, and discussed a variety of topics.
- The recent Book Sale raised ~\$5,000 and had a larger number of books donated than usual.
- Christmas in the Village: FOYL will be participating with a hot chocolate giveaway.
- Approximately \$31,000 was raised for the Library in 2025.
- A separate \$750 donation was made to fund the Christmas Reading Program.
- Discussion was held about a possible new event at the Griffon in 2026.
- The winter 5k race will still be held with the Jug sponsoring; FOYL will not be participating. As the Library will still benefit, FOYL members are encouraged to attend.
- Officers for 2026: Kim Winning (president), Christine Schwartz (vice-president), Maggie Steyn (Treasurer).
- The FOYL annual dinner will be held on December 2, 2025, at Ray's Tavern.

New Member Applications: David Brooks

- Two applications received (Chris and Diana Regan; they are participants at Gaming Night are regular Library users and have two children).
- David Brooks will consider a "meet and greet" to discuss duties and responsibilities and to answer questions.

Old Business

- The Library's contract with the Village was discussed, specifically paragraph five; length of agreement is five years (as opposed to 10), and termination with written notice is 180 days (as opposed to one year). Paragraph six is an addition concerning indemnification. Sonora will phone John Long (insurance agent) for his input on this subject. Karran will sign based on John's recommendation.

New Business

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

- The budget for 2026 was presented by Dave Smith and Sonora. Major points discussed included:
 - Town of Porter funding remains at \$72,100.
 - FOYL increased their contribution in 2025; this was reflected in 2026.
 - Minimum wage increased \$0.50/hour in 2026; a 3% wage increase has been included.
 - Health insurance coverage increased by \$250 for the year based on the agreement in place.
 - Budget line for digital loans has been increased to account for increasing popularity.
 - Insurance costs continue to rise, so this line has increased.
 - Technology purchases were removed from Capital Expenditures; a separate line was created in the QuickBooks reports (not shown on the annual budget) listed as Legislative Initiative, to better track the remaining balance of the funds.
 - A new line was created for the CFGB annual distribution (on June 1 each year), and a second line for funds we have requested for CFGB for grants.
 - Dave Smith explained that, although the 2026 budget represents a 12.4% increase over the 2025 budget, he and Sonora believe it is manageable and recommend its acceptance.
- A motion was made by Dave Smith and seconded by David Brooks to accept the 2026 budget as proposed. The motion passed.
- Discussion was held concerning a new laptop for Sonora; the current one was gifted in 2017 and is running slowly.
- A motion was made by Dave Smith and seconded by David Brooks to authorize Sonora to purchase a new laptop with the cost to be taken out of the Legislative Initiative funds. The motion passed.
- Upcoming Events:
 - December 2, 2025 – FOYL Annual Dinner at Ray's Tavern (5:30 p.m., dinner served at 6:30 p.m.)
 - December 3, 2025 – Nioga Trustee Training via Zoom (6:00-8:00 p.m.; registration required)
 - December 13, 2025 – Christmas in the Village – volunteers needed (4:00-8:00 p.m. in the Gym)
 - January 13, 2026 – YBPA Member Dinner – location TBD

Adjournment

- A motion to adjourn the meeting was made at 9:20 p.m. by Dave Smith and seconded by David Brooks. The motion passed.

The next meeting of the Board will be held on January 26, 2026. The Annual Association Meeting will be held at 6:30 p.m., followed by the regular Monthly Board Meeting at 7:00 p.m.

Respectfully submitted,

Mary Clinch, Recording Secretary and Peter Pfohl, Communication Secretary

Youngstown Free Library Board of Trustees

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Youngstown Free Library

December/Year-End Treasurer's Report

January 26th, 2026

This month's report is a compilation of December and Year-End numbers. YFL ended with a net income of **-2,737.07** for 2025 which is misleading as FOYL donated an additional 8,661.84 that was rolled over into 2026 funding. Revenues for 2025 were \$168,014.78 vs. \$169,410. FOYL \$31,589.64 vs. \$22,043; Annual Drive \$27,680 vs. \$29,000; Grant Funds \$5,800 vs. \$5,500. Expenses were \$170,751.85. Major expense overages included: Materials and Services, \$38,840.24 vs. \$33,660; Operating, \$18,732.53 vs. \$17,720. Personnel expenses were \$109,630.70 vs. \$114,215.70 budgeted. My thoughts are that the library held expenses as well as could be expected, what with inflationary cost increases.

- **Investments:**

- The YFL KeyBank account stands at \$13,355.38 as of 1/25/2026. This does not include the TOP check received on Thursday. Once the check clears, I'd like to transfer \$50,000 to Morgan Stanley for use later in the year, leaving \$22,100 in KeyBank for upcoming expenses. Expenses look to reach about \$14,000 per month (\$168,000 for the year).
- Morgan Stanley stands at \$193,917.00 as opposed to \$185,511.38 on 1/1/2025.
- YFL's CFGB account is now \$133,758.45. This does not include the additional \$8,661.84 scrape FOYL is donating for the future of YFL. It should be deposited by the end of the week and should bring the CFGB account to over \$142,000.00.

- **Summary:**

- Although YFL finished with a \$2,737 book deficit, it actually finished strongly with an \$8,405 increase in Morgan Stanley and an increase of \$12,987.46 in CFGB (not including the \$8,661.84 from FOYL). There is a hope the new vendor for hardcover books, etc., will help to reduce collection costs somewhat. YFL should be in good standing for 2026.

Respectfully submitted,
David Smith, Treasurer

Youngstown Free Library

Balance Sheet

As of December 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Key Bank (First Niagara)	-1,960.07
NYS Legislative Grant	14,260.09
Ruby Carey Restricted	750.00
Total 1000 Key Bank (First Niagara)	13,050.02
Petty Cash	100.00
Total Bank Accounts	\$13,150.02
Other Current Assets	
Morgan Stanley	0.00
Morgan Stanley	193,917.00
Total Morgan Stanley	193,917.00
Total Other Current Assets	\$193,917.00
Total Current Assets	\$207,067.02
Fixed Assets	
Accum. Depr. - Equipment	-19,578.00
Accum. Depr. - Leasehold Improv	-51,384.00
Equipment	20,837.19
Leasehold Improvements	74,378.44
Total Fixed Assets	\$24,253.63
TOTAL ASSETS	\$231,320.65
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	6,119.14
Total Accounts Payable	\$6,119.14
Credit Cards	
KeyBank Mastercard	1,377.20
Total Credit Cards	\$1,377.20
Other Current Liabilities	
24000 Payroll Liabilities	0.00
24600 Disability	337.61
Total 24000 Payroll Liabilities	337.61
Sales Tax Payable	12.13
Total Other Current Liabilities	\$349.74
Total Current Liabilities	\$7,846.08
Total Liabilities	\$7,846.08

Youngstown Free Library

Balance Sheet

As of December 31, 2025

	TOTAL
Equity	
3900 Retained Earnings	225,634.64
Restricted Funds for Children's	1,905.00
Net Income	-4,065.07
Total Equity	\$223,474.57
TOTAL LIABILITIES AND EQUITY	\$231,320.65

Youngstown Free Library

Profit Loss
December 2025

	TOTAL
Income	
Annual Drive	1,035.00
Fines /Copier /Fax	167.58
Friends of the Library	750.00
Gifts	264.20
Interest - Morgan Stanley	0.00
Morgan Stanley Interest	63.33
Total Interest - Morgan Stanley	63.33
Miscellaneous	19.44
Total Income	\$2,299.55
Expenses	
5000 Personnel	0.00
5100 Salaries (Gross)	7,761.70
5400 Ancillary Benefit	403.84
5500 Social Security & Medicare	593.78
5600 SUTA/FUTA	5.37
Worker's Compensation	595.00
Total 5000 Personnel	9,359.69
Materials & Services	0.00
Audio Visual Materials	718.23
Book Processing & Supplies	306.73
Books	1,748.61
Copier Leasing & Usage	69.10
Hoopla	3,849.29
Internet/Telephone	71.03
Postage	975.00
Programming	95.18
Subscriptions & Library Mbr Shp	1,923.12
Total Materials & Services	9,756.29
Miscellaneous Expenditures	0.00
Accounting	270.00
Total Miscellaneous Expenditures	270.00
Operating Expenditures	0.00
ALMS Fee	706.58
Copier Lease & Usage	69.11
Internet/Phone	71.02
Office Supplies	131.52
Postage	975.00
Total Operating Expenditures	1,953.23
Total Expenses	\$21,339.21
NET OPERATING INCOME	\$-19,039.66

Youngstown Free Library

Profit Loss

December 2025

	TOTAL
Other Income	
Change in Fair Market Value	552.45
Total Other Income	\$552.45
NET OTHER INCOME	\$552.45
NET INCOME	\$-18,487.21

Profit and Loss YTD Comparison

Youngstown Free Library

December 1-31, 2025

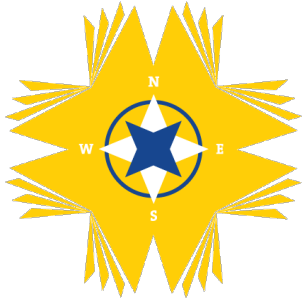
DISTRIBUTION ACCOUNT	TOTAL	
	DEC 1 - DEC 31 2025	JAN 1 - DEC 31 2025 (YTD)
Income		
Annual Drive	1,035.00	27,680.00
Fines /Copier /Fax	167.58	1,393.53
Friends of the Library	750.00	31,589.64
Gifts	264.20	9,565.78
Interest - Morgan Stanley		\$892.42
Morgan Stanley Interest	63.33	7,942.08
Total for Interest - Morgan Stanley	\$63.33	\$8,834.50
Miscellaneous	19.44	202.96
Grant Funds		5,803.00
Local Library Service Aid		1,525.40
Niagara County		8,319.97
Town of Porter		72,100.00
Village of Youngstown		1,000.00
Total for Income	\$2,299.55	\$168,014.78
Cost of Goods Sold		
Gross Profit	\$2,299.55	\$168,014.78
Expenses		
5000 Personnel		
5100 Salaries (Gross)	7,761.70	95,512.47
5400 Ancillary Benefit	403.84	5,245.11
5500 Social Security & Medicare	593.78	7,306.72
5600 SUTA/FUTA	5.37	-39.63
Worker's Compensation	595.00	1,358.00
NY State Disability		248.03
Total for 5000 Personnel	\$9,359.69	\$109,630.70
Materials & Services		
Audio Visual Materials	718.23	2,315.05
Book Processing & Supplies	306.73	893.29
Books	1,748.61	6,691.90
Copier Leasing & Usage	69.10	1,024.60
Hoopla	3,849.29	3,849.29
Internet/Telephone	71.03	954.53
Postage	975.00	1,159.81
Programming	95.18	4,969.49
Subscriptions & Library Mbr Shp	1,923.12	5,776.44
Computer Software		858.68
Digital Materials		6,674.04
Publicity & Promotion		490.00
Purchases from Grant Funds		3,183.12
Total for Materials & Services	\$9,756.29	\$38,840.24
Miscellaneous Expenditures		
Accounting	270.00	3,674.73
Bank Fees and Charges		3.65

Profit and Loss YTD Comparison

Youngstown Free Library

December 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	DEC 1 - DEC 31 2025	JAN 1 - DEC 31 2025 (YTD)
Investment & Advisory Fees		-150.00
Miscellaneous - Other		20.00
Total for Miscellaneous Expenditures	\$270.00	\$3,548.38
Operating Expenditures		
ALMS Fee	706.58	8,478.96
Copier Lease & Usage	69.11	1,024.65
Internet/Phone	71.02	414.47
Office Supplies	131.52	1,811.71
Postage	975.00	1,092.00
Housekeeping		74.29
Insurance		4,732.46
Maintenance - Repairs		1,102.99
Rent		1.00
Total for Operating Expenditures	\$1,953.23	\$18,732.53
Total for Expenses	\$21,339.21	\$170,751.85
Net Operating Income	-\$19,039.66	-\$2,737.07
Other Income		
Change in Fair Market Value	552.45	-578.88
Vendor Collection Credit		0.88
Total for Other Income	\$552.45	-\$578.00
Other Expenses		
Scholarship Funds		750.00
Total for Other Expenses		\$750.00
Net Other Income	\$552.45	-\$1,328.00
Net Income	-\$18,487.21	-\$4,065.07



Youngstown Free Library

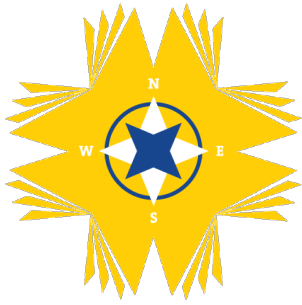
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www.youngstownfreelibrary.org

Director's Report

January 2026

FAST FACTS ABOUT THE LIBRARY

- 2026 in-person and phone hours
 - Mondays: 2:00 – 8:30 PM
 - Tuesdays: 9:30 – 8:30 PM
 - Wednesdays: 2:00 – 8:30 PM
 - Thursdays: 2:00 – 6:00 PM
 - Fridays: 10:00 – 2:00 PM
 - Saturdays: 10:00 – 2:00 PM
- Library checkouts
 - 21,267 physical books, magazines, and movies available for checkout
 - Close to 20,000 digital books, audiobook, magazines, movies, tv shows, and music available for digital checkout
 - Wireless hotspots and SAD sunlamps available for checkout
 - Community museum passes available for checkout
 - Inter-library deliveries from 21 Nioga libraries arrive three times a week
- Free Internet access
 - Wi-Fi extender strengthens signal through the building's walls to reach the entire parking lot 24/7; no password required
- Current Library programs
 - Afternoon Book Club
 - Evening Book Club
 - Non-Fiction Book Club
 - Tabletop Gaming Group
 - Town of Porter Story Hour
- Current Library outreach
 - The Children's House (Montessori preschool in Youngstown)
 - "One District, One Book" partnering with Lew-Port schools
 - Tech Help at the Lewiston Senior Center
- Library services
 - 3 public computers with Office, Internet, and printing available for patron use
 - Printing, copying, scanning, and faxing services
 - Battery recycling available
 - Jigsaw puzzles available
 - Period products available free of charge in the public bathroom
 - Naloxone & fentanyl testing strips available free of charge in the public bathroom
 - Programming room available for community groups to use
 - Tax forms and instructions provided Feb. 1 – April 15
 - Art gallery showcasing local artists
 - Nearly New Book Sale for the public year-round



Youngstown Free Library

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COLLECTION

In December, staff discarded and removed 551 magazines from the collection. All issues were from 2024, and they are now available free to any patron. Look for them under the Nearly New Book Sale in the Non-Fiction Room.

FRIENDS OF THE LIBRARY

The Friends are holding the Chili Cookoff in February. Youngstown and Porter are bringing their best chili recipes to Bandana's on Super Bowl Sunday afternoon (February 8th), and the competition is FIERCE! Just \$10 to sample a mouthwatering array of chilis and vote for the best!

The Friends will also have a cookie table and be holding a 50/50 raffle, so even though your favorite football team might not be playing, it will be a fun way to spend the afternoon before the game. Bring a bag so you can stock up on delicious goodies!

If you have an amazing chili recipe, we welcome you to bring a pot of your best chili to Bandana's by 12:30 PM on Feb. 8th. Just call Bandana's at 716-745-1010 to register in advance. All proceeds go to the Friends of the Youngstown Free Library, a 501(c)(3) whose mission is to support the Youngstown Free Library.

FUNDRAISING

The Stone Jug 5K was held on Saturday, January 31st. This 5th annual 5K race started at 11 AM on Main Street in front of the Ontario House and finishes inside the parking lot of the Jug. Fifty-five runners signed up for the race around the Village of Youngstown. Trustee Karran Swayze and I cheered on the runners and ran the water station in front of the Library. Maggie, Maureen, and Jill set up a Friends membership table inside the Jug.

LIBRARY ART GALLERY

The Tiny Art Show has been dismantled and 85% of the artworks have been picked up by their owners. The current featured artist in the gallery space is David Stanton, whose photographs of Youngstown sunsets are reminding us all that summer is only a few months away!

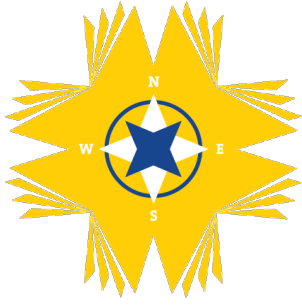
OUTREACH PROGRAMS

I continue to provide storytimes to the toddler and preschool classes at The Children's House four times per month.

I continue to co-teach a tech help program at the Lewiston Senior Center the first Tuesday of every month. Attendees sign up in advance for a one-on-one session with me and Adam R. for a half hour to get help with their computers, tablets, or phones.

PATRONS

In December, staff signed up six new library cards and sixteen library card renewals. In total, we ended the year with 1,604 active patron cards.



Youngstown Free Library

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PROGRAMS

o Afternoon Book Club

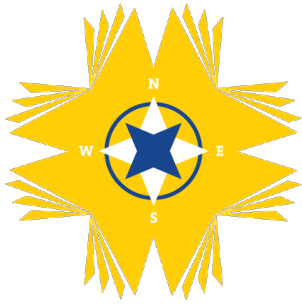


- At the January 2026 meeting, the group discussed *By Any Other Name* by Jodi Picoult.
- For our next meeting on February 17th, we will be discussing *Wayward Girls* by Susan Wiggs.

o Evening Book Club



- At the January 2026 meeting, the group discussed *Hamnet* by Maggie O'Farrell. Because of the snowstorm, the Library closed early so the group met exclusively via Zoom.
- For our next meeting on February 11th, we will be discussing *Heart the Lover* by Lily King.



Youngstown Free Library

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o Non-Fiction Book Club



- At the December 2025 meeting, the group discussed *How to Fly a Horse: The Secret History of Creation, Invention, and Discovery* by Kevin Ashton.
- For our next meeting on February 23rd, we will be discussing *Abundance* by Ezra Klein.

o Town of Porter Story Hour

- 2 morning storytimes for ages 2-5 every week when school is in session

o One District, One Book voting

- Held at the Library January 23 – January 30
- Brought nearly 100 voters to the Library

PUBLICITY UPDATES

We maintain an active presence in the community with the following social media:

Facebook: 1,627 followers: <https://www.facebook.com/youngstownfreelibrary/>

Instagram: 818 followers: <https://www.instagram.com/youngstownfreelibrary>

STAFF

All staff members' PTO and NYS sick leave has been calculated for 2026 according to the Personnel Policy.

As of the end of January, all staff members will have completed their required sexual harassment workshop for the year.

Respectfully submitted,

Sonora R. Miller
Library Director

The mission of the Youngstown Free Library is to be a community center which inspires learning and provides access to a vast range of information and resources for patrons of all ages.

January 2026 FOYL

Liaison Report

The Friends Board met on January 26th 2026, for their annual/regular meeting. The president, Kim Winning was absent (vacation), so Chris Schwartz chaired the meetings. In the annual meeting officers were elected for 2026. Kim Winning was elected as President, Christine Schwartz-Vice President, Maggie Steyn-Treasurer, Colleen Storteky-temporary Recording Secretary. Maggie reported financial numbers for 2025. FOYL did very well this year due to the success of the many events run and the hard work of everybody involved. They were able to donate, for the year, almost \$40,000 to the library. Chris closed the annual meeting and proceeded to the regular meeting.

In the regular meeting, there were no President's remarks. Maggie informed the board FOYL had two CD's maturing soon. She announced that the interest rates are now about 3.5% and stated she will continue to look for better rates. Several board members provided some suggestions of financial institutions that may be able to provide better rates.

Old Business:

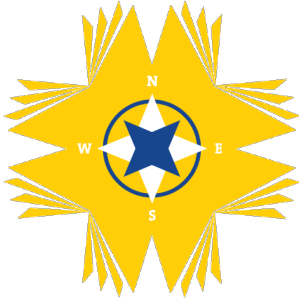
- Christmas in the Village not well attended due to the bitterly cold weather and the change in hours (starting at 4PM). FOYL's cider, hot chocolate, and treats table. Sean Phillips reported the FOYL table was popular and the book giveaway was a big hit.
- Tentative dates were provided for 2026 events. There is almost one event each month so volunteers will often be needed.

New Business:

- FOYL offered baked goods and fruit after the 1/31/2026 Stone Jug 5K run. Interest was modest as the participants were more interested in the adult beverages and sandwiches provided by the jug.
- The great chili cookoff is February 8th before the Super Bowl. Baked goods will be available. There was a brief discussion about some other establishments in the area were prevented from running similar events but it was decided to move forward with the event.

Motion to close shortly after 8pm. Next FOYL meeting is on September 19th, 2025, at 7pm.

Submitted,
Dave Smith, FOYL Board Liaison



Youngstown Free Library

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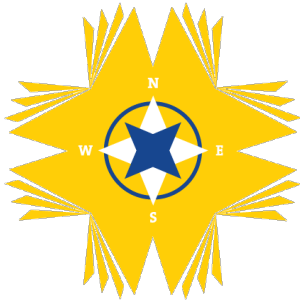
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2026 LIBRARY BOARD OF TRUSTEES MEETINGS

Monday, January 26	6:30 PM	Annual Meeting*
Monday, January 26	7 PM	Board of Trustees Meeting*
Monday, February 23	7 PM	Board of Trustees Meeting
Monday, March 23	7 PM	Board of Trustees Meeting*
Monday, April 27	7 PM	Board of Trustees Meeting
Monday, May 18	7 PM	Board of Trustees Meeting*
Monday, June 22	7 PM	Board of Trustees Meeting
Monday, July 27	7 PM	Board of Trustees Meeting
August		NO MEETING
Monday, September 28	7 PM	Board of Trustees Meeting*
Monday, October 26	7 PM	Board of Trustees Meeting
Monday, November 23	7 PM	Board of Trustees Meeting*
December		NO MEETING

* Reports are due for these meetings.



Youngstown Free Library

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2026 CLOSURES FOR HOLIDAYS

New Year's Day	Thursday	January 1
MLK Day	Monday	January 19
Presidents' Day	Monday	February 16
Memorial Day weekend	Saturday	May 23
Memorial Day	Monday	May 25
Juneteenth	Friday	June 19
Independence Day	Saturday	July 4
Labor Day weekend	Saturday	September 5
Labor Day	Monday	September 7
Indigenous People's Day/Columbus Day	Monday	October 12
Veterans Day	Wednesday	November 11
Close at 5 PM on Thanksgiving Eve	Wednesday	November 25
Thanksgiving	Thursday	November 26
Day after Thanksgiving	Friday	November 27
Close at 5 PM on Dec. 23	Wednesday	December 23
Christmas Eve	Thursday	December 24
Christmas Day	Friday	December 25
New Year's Eve	Thursday	December 31

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	1/ /2026

Ontario House (aka Stone Jug) 5K

Youngstown, NY

[About](#)

[Participants](#)

[Results](#)

[Photos](#)

[Awards](#)

[Sponsors](#)

[Contact](#)

RACE DAY OPTIONS DUE TO COLD WEATHER...

OPTION #1: Dress warm and run the 5K race!

OPTION #2: Join us for the party but run virtually on another day!

OPTION #3: If you don't show up we will automatically switch you to virtual!



YOUNGSTOWN: Please join us on Saturday January 31, 2026 for the 5th Annual **Ontario House (aka Stone Jug) 5K!** This beautiful and scenic 5K run will take place in the historic Village of Youngstown New York along the Niagara River and features amazing views of the Lower Niagara River, Lake Ontario, and Niagara-on-the-Lake, Canada! The event is hoping to raise much needed funds for the Youngstown Free Library and your support is very much appreciated.

Online Registration (credit card) will remain open right up until the start of the race. Paper apps will also be available (cash or check). Our popular Stone Jug t-shirts are guaranteed to all 5k participants who register by Friday January 23, 2026 at 9am when we place the order. Alternate gift item(s) TBD will be ordered and distributed on a first-come, first-serve basis on race day until they are gone. Post race celebration includes beer (The first one is on the house!) and sandwiches donated by the jug!

9:00-11:00 Race Day Registration & Packet Pickup

Packet Pickup will take place inside the Ontario House (back dining room).

5K Registration Fee \$30/\$35 after 11/30/25

Virtual 5K Option - **For those who wish to transfer from the live race to virtual**

With the cold temperatures expected on race day, runners may also elect to change their registration from running the live race to a virtual 5K. You can still come and join the party at the Jug in support of the Youngstown Free Library, pick up your shirt (we are not mailing out shirts), and hang out with your running friends. You can decide when to run a 5K once the weather is more to your liking and then enter your virtual results directly to the event page.

Mail-in Registration Option

If you prefer to mail in your registration, please download both the race waiver and appropriate USATF liability waiver below and mail to the address shown. You must complete and mail BOTH waivers to the address shown on the waiver along with your check payable to iRunWNY. Paper applications must be received by 1-30-26.

>Ontario House (aka Stone Jug) 5K Application & Waiver

>USATF Waiver (required)



Post Race Celebration

The post race celebration and awards ceremony will take place inside the Ontario House after the race and includes beer (The first one is on the house!) and pulled pork sandwiches donated by The Jug!

START/FINISH

The 5K race will start on Main Street in front of the Ontario House at **11am** sharp and will finish inside the back parking lot of The Jug. [CLICK HERE](#) to view the USATF certified course!

Ontario House (aka Stone Jug)

358 Main Street
Youngstown, NY 14174

PARKING

There is plenty of free parking throughout the Village with overflow parking just inside the entrance to Fort Niagara.

AGE GROUPS & AWARDS

Trophies will be presented to the 1st place overall male and female 5K finishers plus age group gifts (TBD) as outlined below. Custom finisher certificates showing race stats and age group rank can be downloaded and printed after the race via the RESULTS button at the top of this page.

19 and under, 20-29, 30-39, 40-49, 50-59, 60-69, 70 and older.

CONTACT / INFORMATION

For additional information on the race or sponsorship opportunities available, please contact Paul Beatty at (716) 998-5777.

CANCELLATION POLICY

There will be no refunds. In the event of foul weather, public safety concerns, or for any other reason deemed necessary by race organizers (ex: state of emergency, etc), we reserve the right to postpone/reschedule the event at our discretion or offer a virtual alternative if necessary.

TIMING & FINISH LINE SERVICES

Professional timing & finish line services using industry leading Jaguar Electronic RFID timing will be provided by [Race Management Solutions](#). Results are updated throughout the race in real time and can be accessed at any time after crossing the finish line using any one of the following options:

- FREE ITSTYourRace Mobile App
- RMS Race Results Kiosk/Printer
- Scrolling Results TV Monitor
- ITSTYourRace.com
- RaceManagementSolutions.com



Race participants can also use the ITSTYourRace platform to view and share finish line photos with family and friends for free on Facebook. Custom finisher certificates can also be downloaded from the results page at no charge!

This event is being brought to you by...



Youngstown Free Library

240 Lockport St. Youngstown, NY 14174

(716) 745-3555

www.youngstownfreelibrary.org

Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original

Freedom to Read Statement

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	May 23, 2022
Amended on:	



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contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought.

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The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law

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into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

American Library Association

Association of American Publishers

Freedom to Read Statement

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	May 23, 2022
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Subsequently endorsed by:

American Booksellers for Free Expression

The Association of American University Presses

The Children's Book Council

Freedom to Read Foundation

National Association of College Stores

National Coalition Against Censorship

National Council of Teachers of English

The Thomas Jefferson Center for the Protection of Free Expression

Printed Name: _____ Date: _____

Signature: _____

Freedom to Read Statement

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Amended on:	



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Freedom to View Statement

The freedom to view, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council

Printed Name: _____ Date: _____

Signature: _____

Freedom to View Statement

Adopted by:	Youngstown Free Library Board of Trustees
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Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use.

Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Although the Articles of the Library Bill of Rights are unambiguous statements of basic principles that should govern the service of all libraries, questions do arise concerning application of these principles to specific library practices. See the documents

Library Bill of Rights

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	May 23, 2022
Amended on:	



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designated by the Intellectual Freedom Committee as Interpretations of the Library Bill of Rights

(<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations>).

Printed Name: _____ Date: _____

Signature: _____

Library Bill of Rights

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	May 23, 2022
Amended on:	



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Library Board of Trustees Code of Ethics

In order to conduct ourselves in accordance with the highest ethical standards and to ensure that a fair, honest, transparent and collegial process is followed, members of the Board of Trustees of the Youngstown Free Library agree to observe the following Code of Ethics.

Members of the Board of Trustees of the Youngstown Free Library Board shall:

- Acknowledge that Trustees are equally entrusted with creating policy, overseeing finances and sharing the responsibility for decision making as is required by the basic rules of parliamentary procedure.
- Work with and respect the opinions of peers who serve on this Board and behave in such a way that shows respect for others including refraining from unwelcome conduct, comment, gesture, contact or behavior which is likely to cause offence or humiliation.
- Work cooperatively with other Trustees; accept formal decisions, positions and policies of the Board majority even if personally disagreed with in whole or in part; and support that stance in public statements or actions.
- Speak on behalf of the Library only when designated by the Chair or the Board as a whole.
- Refrain from intruding on administrative issues that are the responsibility of the Director and staff while carrying out the Board's governance role as overseer of the Library's assets, ensuring that the public's best interests are served, and holding management accountable for the Library's operations and service to the public.
- Be aware of, consult and abide by the Library's By-laws, working policies and all applicable laws, regulations and guidelines of the municipality, State and State Education Department as they apply to the management of Libraries.
- Carry out the duties as a member and or officer as is required by the By-Laws and policies of this organization.
- Declare potential conflict of interest and refrain from discussion and voting when applicable. See Conflict of Interest Policy.

Library Board of Trustees Code of Ethics

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	June 22, 2015
Amended on:	



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- Work within a committee system to research and recommend action to the Board. Share all pertinent facts with the Board so that an informed decision can be made by all.
- Adopt clear, documented processes with equal access to information.
- Keep confidential information confidential.
- Refrain from using property, materials and equipment that belong to the Library for personal use.
- Ensure that there is no discrimination in any action by reason of race, religious belief, gender, color, mental or physical disability, age, family status, source of income or sexual orientation.
- Abide by this Code of Ethics.

Failure to abide by this Code of Ethics may result in removal from the Board.

I have read this Code of Ethics and agree to follow it during my tenure as a Board member.

Printed Name: _____ Date: _____

Signature: _____

Library Board of Trustees Code of Ethics

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Adopted on:	June 22, 2015
Amended on:	



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Trustee & Employee Conflict of Interest Policy

The Youngstown Free Library recognizes its obligations, under the provisions of New York General Municipal Law, to adopt a Conflict of Interest Policy to avoid any situation in which the existence of simultaneous, conflicting interest of any Library Trustee or employee may call into question the integrity of the management or operation of the Library. The Board affirms its commitment to adhere to all applicable provisions of law regarding material conflicts of interest.

Gifts

No Trustee or employee shall directly or indirectly solicit, accept or receive any money or gift having a value of \$75 or more, whether in the form of cash, check, loan, credit, services, travel, entertainment, hospitality, thing or promise, or any other form, from any person or organization doing business or intending to do business with the library, or rewarding a library employee or trustee for any official action on his or her part.

However, the Board welcomes and encourages the writing of letters or notes expressing gratitude or appreciation to staff members.

Representation before the Board

A Trustee or employee shall not receive or enter into any agreement, express or implied, for compensation for services to be rendered in relation to any matter before the Library Board of Trustees.

Disclosure of Interests in Contracts

To the extent known, any Trustee or employee of The Youngstown Free Library who has, or will have, or subsequently acquires any interest in any contract, including purchase agreements, lease agreements or any other agreement including oral agreements with The Youngstown Free Library shall publicly disclose the nature and extent of such interest in writing to the Library Director and Board of Trustee President as soon as he or she has knowledge of such actual or prospective interest.

Trustee & Employee Conflict of Interest Policy

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	September 28, 2015
Amended on:	January 28, 2019



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Investments in Conflict with Official Duties

No Trustee or employee of The Youngstown Free Library shall invest or hold any investment directly or indirectly in any financial, business, commercial or private transaction that creates a conflict with his or her official duties of The Youngstown Free Library.

Certain Real Property Interests Prohibited

No Trustee or employee of The Youngstown Free Library who has or will have an interest in any property, either individually or as a Trustee or employee of a corporation or partnership, shall participate in the acquisition or plan for acquisition of such property if such a transaction would create or appear to create a conflict with his or her official duties. The term "participate" shall include the promotion of the site as well as the negotiation of the terms of the acquisition.

In all cases of potential or actual conflict, The Youngstown Free Library shall be made aware of the situation by the person in conflict by written disclosure.

Additionally, Trustees or employees of The Youngstown Free Library who have, or will have an interest in any property adjacent to the property of the Library, must inform The Youngstown Free Library of such interest by written disclosure.

If the acquisition of adjacent property would result or reasonably be perceived to result in a conflict of interest, the employee or Trustee must recuse him/herself. This shall include the promotion of the site as well as the negotiation of the terms of the acquisition.

Prohibited Conflicts of Interest

No Youngstown Free Library Trustee or employee shall have an interest in any contract between the Library and a corporation or partnership of which he or she is a Trustee or employee when such Library Trustee or employee has the power to negotiate, prepare, authorize or approve the contract or authorize or approve payment there under, audit bills or claims under contract, or appoint a Trustee or employee who has any of the powers or duties set forth above; and no chief fiscal officer, treasurer or his or her deputy or employee shall have an interest in a bank or trust company designated as a depository paying agent, registration or for investment of Library funds of which he or she is a Trustee or employee.

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The provisions of this section shall in no event be construed to preclude the payment of lawful compensation and necessary expenses of any Library Trustee or employee in one or more positions of public employment, the holding of which is not prohibited by law.

Certain Prohibited Actions

No person employed by The Youngstown Free Library shall hire, supervise, evaluate, promote, review or discipline any other employee who is a member of the same family without the prior approval of the Library Director. In the event that marriage, promotion, or reorganization results in a situation not in compliance with this policy, the Library Director shall provide supervision on a case by case basis.

Private Employment

No Trustee or employee of The Youngstown Free Library shall engage in, solicit, negotiate for or promise to accept private employment or render services to private interests when such employment or service creates a conflict with or impairs the proper discharge of his or her official duties.

Future Employment

No Trustee or employee of The Youngstown Free Library shall, after the termination of service or employment with the Library or Library Board, appear before the Board or any panel or committee of the Board, in relation to any case, proceeding, or application in which he or she personally participated during the period of his or her service or employment or that was under his or her active consideration.

This shall not bar or prevent the timely filing by a present or former Youngstown Free Library Trustee or employee of any claim, account, demand or suit against The Youngstown Free Library on his or her own behalf or on behalf of any member of his or her family arising out of any personal injury or property damage or for any lawful benefit authorized or permitted by law.

Use of Library Property

No Youngstown Free Library Trustee or employee shall use or permit the use of property, owned or leased to The Youngstown Free Library, for anything other than

Trustee & Employee Conflict of Interest Policy

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	September 28, 2015
Amended on:	January 28, 2019



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official purposes or for activities not otherwise officially approved by The Youngstown Free Library Board of Trustees.

Duty to Disqualify

It is incumbent upon any Youngstown Free Library Trustee or employee, whether paid or unpaid, to disqualify him or herself immediately whenever the appearance of a conflict of interest exists.

Duty to Report Conflicts of Interest

In the event that any Youngstown Free Trustee or employee knows of or perceives a direct or indirect conflict of interest, he or she shall report it to The Youngstown Free Library Board of Trustees.

Any resolution of such conflict by the Board shall hold Youngstown Free Library's interest paramount, as well as maintain the Board's integrity in its governing role.

Duty to Report Violations of this Policy

Any Library Trustee or employee knowing of or suspecting a direct or indirect conflict of interest and violation of this policy, is encouraged to report the matter, either in confidence or in public, to the Library Director or The Youngstown Free Library Board of Trustees. Any resolution of such conflict by the Library Board of Trustees shall hold The Youngstown Free Library's interest paramount, as well as maintain the Library Board's integrity in its governing role.

Distribution of the Youngstown Free Trustee and Employee Conflict of Interest Policy

The Youngstown Free Library Board of Trustees shall sign and distribute a copy of the Conflict of Interest Policy to every Trustee and employee of The Youngstown Free Library. Each Trustee and employee elected or appointed thereafter shall be furnished a copy to sign before entering upon the duties of his or her office or employment.

Penalties

Trustee & Employee Conflict of Interest Policy

Adopted by:	Youngstown Free Library Board of Trustees
Adopted on:	September 28, 2015
Amended on:	January 28, 2019



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In addition to any penalty contained in any other provision of Law, a Youngstown Free Library Trustee or employee who shall knowingly and intentionally violate any of the provisions of this Code of Conflict of Interest Policy may be subject to disciplinary action up to and including the imposition of fines, suspension, and/or dismissal in the manner determined by the Director and/or Board of Trustees as appropriate.

I, the undersigned Member of the Board of Trustees / Library Employee have read and agree to abide by the Youngstown Free Library Conflict of Interest Policy.

Printed Name: _____ Date: _____

Signature: _____

Trustee & Employee Conflict of Interest Policy

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Whistleblower Protection

Any Youngstown Free Library staff member or volunteer who reports waste, fraud, or abuse at the Library will not be fired or otherwise retaliated against for making the report.

The report will be investigated and if determined not to be waste, fraud or abuse, the individual making the report will not be retaliated against for making the report. There will be no punishment for reporting problems—including firing, demotion, suspension, harassment, failure to consider the employee for promotion, or any other kind of discrimination.

To report suspected waste, fraud or abuse, a written report should be filed with the Library Director. If it would be inappropriate to make the report to the Library Director, a report may be filed with any Board member.

An appropriate investigation will be undertaken and report summarizing findings will be provided to the person making the report. Steps will be taken to deal with the issue, and if warranted, law enforcement personnel will be contacted.

Signature

Date



Friends of the
Youngstown
Free Library

BANDANA'S SUPER BOWL SUNDAY

CHILI COOKOFF

**Super Bowl Sunday February 8th
1:00 - 4:00 PM**

**Bandana's Bar and Grill
930 Lake Road, Youngstown NY**

**\$10 to sample more than a dozen chilis and
vote for the best! 50/50! Fun! All proceeds to
Friends of the Youngstown Free Library.**

Do you have a Special Chili Recipe?

Want to join the fun on SuperBowl-Sunday at Bandana's?

- Make a pot of your favorite chili (enough to fill ½ catering pan).
- Write the title of the recipe and a few highlights of the ingredients on a card.
- Bring your chili to Bandana's between 12:00 – 12:45pm on February 8th, already heated.
- Bandana's will pour it into a catering pan and set it up on the Tasting table.

There will be Bandana's Gift Certificates for the 3 chili recipes with the most votes.

If you don't want to cook, just come along and taste!