

Agenda
May 31, 2023
6PM

1. Call to order
2. Pledge of Allegiance
3. Privilege of the floor: Introduction of guest: CCLS Director Jan Dekoff
School Vote
 - * What can we expect from a school vote?
 - * Any preparations recommended? Ways to inform the public?
 - * Amount taxes are likely to rise if item is passed?
 - *The risk of putting the vote forward? Loss of town funding?
4. Approval of April 26, 2023 minutes
5. Financial Report and approval of expenditures
6. Report of Library Manager
7. Report of Special Committees:
 - a. Strategic Plan - discussion of work completed so far. Set next meeting
8. Correspondence and Communications
9. Unfinished business:
 - a. Give Big CHQ

SAVE THE DATE-June 8, 2023!

Give Big CHQ is a 24-hour online fundraising event. Nonprofit organizations can register and create their own fundraising page to accept donations.

Since 2018, this annual online giving day has helped to raise over \$1.3 million to directly support local nonprofits.

Hosted by the Chautauqua Region Community Foundation and the Northern Chautauqua Community Foundation, this event is an opportunity to come together as a community to celebrate the important work of local nonprofits! #GiveBigCHQ #CelebrateCHQ #givelocal #nonprofit #GivingDay

WE NEED PEOPLE TO PUSH THIS FUNDRAISER. Send it to your kids and grandkids, send it to your HS Class members. What other ways can we suggest people support the library?

Next meeting: June 28, 2023

Sinclairville Free Library Board of Trustees Meeting
April 26, 2023

Present: Larry Barmore, Bill Newton, Roz Newton, Darla Frost -Kianos, Peggy Minkler, Betty Jean Ridout, and Library Manager Beth Hadley
Guests: Linda Bartholomew, Tory Irgang and Lisa Lynde
Absent: Lisa Greeley

Bill Newton, President, called the meeting to order at 6:04pm where we all repeated the Pledge of Allegiance.

Larry Barmore introduced Linda Bartholomew as a potential new Board member. She was warmly welcomed. Roz Newton introduced Tory Irgang (Executive Director of Chautauqua Regional Community) and Lisa Lynde (Donor Services Officer of CRCF). Together they shared the background of the Kochersberger Fund. It is an agency endowment fund and donor designated fund in which our library can request to take out up to 4.35% funding for library needs. CRCF also has funding which the library can request for up to \$20,000 as well as smaller funding requests of up to \$4,000 March 1 and September 1 of each year. A question and answer session was held. We now know more about what funding is available for our proposed construction costs for renovating the Peterson Conference Room.

March 29, 2023 Minutes: Larry Barmore made a motion to approve the minutes with Betty Ridout seconding the motion. Approved.

Treasurer's Report: Darla Frost-Kianos made a motion to approve the report with Betty Ridout seconding the motion. Approved.

Library Manager's Report: A grant the library applied for has been received! Until it is officially announced, we cannot specify the intent or amount. Bill Newton will speak to Dan Pavlock about doing the work on this grant. Daryl France has strongly suggested that the library reseal the new driveway this year and then we can skip a year or two before needing to

reseal again. The estimated cost from quote provided by J & D would be \$1,050. A quote from another company will be requested. Darla Frost-Kianos made a motion to accept the Library Manager's report with Betty Ridout seconded the motion. Approved.

Strategic Plan Session: TBD

Correspondence and Communication: Bill Newton met with Dan Pavlock when Dan assessed the construction costs for enlarging the conference room. He quoted between \$75,000 to \$100,000.

Unfinished Business: Roz Newton will prepare a draft of the Open Laws Policy for the Library. Keep the BIG CHQ in Mind for June 8th. Board members unanimously voted that Linda Bartholomew become a new library board member. We are pleased she accepted the position.

The meeting was adjourned at 7:16pm.

The next meeting will be May 31, 2023 at 6pm.

Respectfully Submitted,
Roz Newton
Substitute Secretary

PS Our Library Manager is singing in the "Come to May CMP Chorale Concert" On May 7 at 4pm at St. Peter & Paul Church in Jamestown. Free admission with free will offering.

MAY 2023 LIBRARY MANAGER'S REPORT

STRATEGIC PLAN GOALS

1. Enhance Library Funding Streams
 2. Strengthen Outreach (Town of Gerry, CVCS)
 3. Catalogue Local History Collection
 4. Staff and Volunteer Development
 5. Update Policies and Procedures
 6. Evaluate, Weed and Update Collection (Financial, Legal, Medical and Science/Technology prioritized)
- Numbers are inserted to indicate when strategic plan goals have been targeted.

ADMINISTRATIVE

Form 990-EZ for 2022 was completed by volunteer Ricki Sharp, signed by Bill Newton and submitted online.

\$768.00 was received from CCLS for the second installment of the Materials Plan. Our allotment has increased due to a change in the way the formula is calculated by CCLS. In previous years, the calculation was based on expenditures and open hours. The new formula relies on our circulation, using our annual report data.

The library will be closed on Monday, May 29th for Memorial Day and Monday, June 19th for Juneteenth.

A Work Experience Agreement was signed with Chautauqua Works for the library to participate in the Summer Youth Work Experience Program. 4

2023 Trustee Handbook Book Club Schedule:

Please use the link below to access the trustee training resources that are currently available. There are some upcoming sessions that you can register for, and there are also links to the recordings of previous sessions. Even if you're not able to attend the webinars, you can register and then receive the recording. Or you can view the recordings after they have been posted on the link given below. The sessions provided by the Capacity Lab were unfortunately not recorded. If you

view the recordings or attend any sessions please notify the Board President, as he is tasked with keeping track of trustee training.

You can access the full *Trustee Handbook Book Club* series resources online.

Upcoming topics:

Financial Planning and Budgeting (Tuesday, June 20th 5 to 6:30 PM)

Strategic Planning (Tuesday, August 15th 5 to 6:30 PM)

Equity, Diversity, Inclusion, Access and Justice (Tuesday, October 17th 5 to 6:30 PM)

Financing and Managing Construction Projects (Tuesday, December 19th 5 to 6:30 PM)

BEAUTIFICATION AND DISPLAYS

A “Secret Garden” wildflower mix will be planted in the front planter as part of the library’s summer reading program. Roz Newton will put flowers in the planter at the library’s back entrance.

New materials purchased with funds from the last ALA grant the library received are highlighted on a display table.

A small white table is set up in remembrance of service members as part of the observance of Memorial Day. The children’s book *America’s White Table* by Margot Theis Raven is also on display to help patrons know the significance of the table.

A new “Story Walk” is on loan from CCLS and has been installed inside the library building. Enlarged pages with illustrations for the book *Almost Everybody Farts* by Marty Kelley have been posted throughout the library for parents and children to read as they walk through the library.

BUILDING, GROUNDS AND MAINTENANCE

A new American flag was donated by Darla Frost-Kianos and installed on the flag pole by the Village of Sinclairville.

The library entry floors are scheduled to be cleaned and waxed over the long Memorial weekend by Kathy Schroeder.

CCLS

CCLS has prepared another library road trip program for 2023 which will run from June 1st through August 31st. This program encourages patrons to get out and explore all of the wonderful libraries that are connected through our library system, with prizes to collect along the way.

CORRESPONDENCE

PreK teacher Jessica Emmott and her class sent a thank you to our Jessica Huling to express thanks for all she has done to make reading books exciting. "The boys and girls absolutely love coming to the library thanks to you! You are amazing!"

DONATIONS 1

Kathy Dennis made a donation to the library in recognition of National Library Week. **1**

A representative from the Lakeview chapter of NYSCOPBA requested that the library send a donation request for their membership's consideration, and a letter was mailed. **1**

FUNDRAISING 1

The library will hold a small book sale and bake sale on Saturday, July 8th from 10 AM to 1 PM in conjunction with the village-wide yard sales that day. **1**

The library is participating in this year's Give Big CHQ, which will be conducted online June 8th. The link to view informational webinars and learn more about the stretch pool this year is www.givebigchq.org/info/trainings **1**

GRANTS 1

An application will be prepared by Library Assistant Huling and submitted to CCLS for a Summer Reading 2023 Mini-Grant requesting \$500.00 in support of our summer program.

The final report for the library's construction grant is due now that the work has been completed.

The final report for our CCLS 2022-2023 Adult Literacy Mini-Grant for our Digital Skills Outreach to Seniors program is due by June 15th.

The library's application for the American Library Association's Libraries Transforming Communities: Accessible Small and Rural Libraries grant has been approved in the amount of \$20,000. **1**

MEMORIALS

A donation in memory of Jeff and Judy Church was made by Dennis and Linda Barmore.

OUTREACH 2

Little Seeds Preschool program at Park United Methodist Church receives an outreach visit once a month, **The Wrap Before School Program** at Park United Methodist Church is visited on most Fridays at 7:30 AM for Read-Aloud program, **Memoir Writing** and **Book Club** and **Digital Literacy** programs at the Homestead in Gerry are provided bi-monthly. **CVCS Preschool** classes visited the library on May 12th and 19th. **2**

PATRON AND COMMUNITY NEWS

On Saturday, June 10th from 1 to 3 PM, the Cassadaga Library will celebrate the 30th anniversary of being in their new building. Plans include basket raffles, refreshments and an ice cream truck!

POLICIES AND PROCEDURES

A resolution on the procedure for board meeting videoconferencing is under consideration for approval by trustees. **5**

PROFESSIONAL DEVELOPMENT 4

Library Manager Beth Hadley has been attending Give Big CHQ webinars in preparation for this year's fundraiser and is attending training webinars as part of the new ALA: Libraries Transforming Communities: Accessible Small and Rural Communities Grant program. **4**

PROGRAMS AND EVENTS

Library Calendar: The program and events calendar is available on the library's website at www.sinclairvillelibrary.org.

Highlights and Upcoming Events:

CVCS Jazz Ensemble will perform under the direction of music educator Nicole Zenns on Thursday, June 22nd at 6:00 PM. This group was previously scheduled to perform on May 25th but had to be postponed as many of the musicians were going to be unavailable.

Family History will meet on the second Saturday monthly at 10:00 AM, with the next meeting scheduled for June 10th. This program provides support to participants in recording their family history.

Book Club Selections:

Books Unlimited will meet at the library on Monday, June 12th at 7 PM to discuss The Seven Husbands of Evelyn Hugo by Taylor Jenkins Reid.

Virtual Book Club will meet on Monday, June 26th at 7:30 PM to discuss The Great Gatsby by F. Scott Fitzgerald. The link to join online book club is available upon request.

Book Club at the Homestead in Gerry will meet in the Seeley building's lower level to discuss A Stranger's Game by Colleen Coble on June 16th at 3 PM. 2

Program Updates:

Write Spirit online group will meet monthly rather than weekly through the months of June, July and August. Online meetings will be held on the first Wednesday each of those months at 7 PM.

Summer Reading Program:

All Together Now: This year's program starts Wednesday, July 5th and goes thru Wednesday, August 30th. Adults, teens and families may participate by completing reading logs and attending book club discussions and other programs scheduled throughout the summer.

Child's Play (birth to preschool) Early Literacy Summer Reading Program will be held on Wednesdays 1:00 to 2:00 PM. Library Assistant Jessica and mascot Chet will be going mobile again this year visiting the Sinclairville Summer Recreation Program and The Wrap childcare program at Park UMC on Tuesdays.

Other programs in the works so far include Monday July 10th: Bad Kitty is Kind (writing a kindness story together) and Monday, July 31st: Families Read Together Book Club discussion of The Secret Garden by Frances Hodgson Burnett. For the teens, a Team Selfie Scavenger Hunt Challenge is being developed.

PUBLIC RELATIONS AND PUBLICITY

Manager Hadley will attend the CVCS board meeting scheduled for June 12th to present library information. 2

The library building was used this month by the community for meetings with tutors, including both CVCS educators and their students as well as adult education in Spanish, and for meetings with children, parents and professionals for assessments of early childhood intervention needs. A student also used the conference room for a Zoom meeting.

Information about the library's Summer Reading Program: "All Together Now" was included in the Village of Sinclairville's newsletter and calendar of events for

2023. The library's schedule of events for the month of May was published in the Observer.

Permission has been requested from the Village of Sinclairville to post a "Story Walk" on the village grounds on the perimeter of the playground and ball fields. The Town of Gerry was also approached with a similar request. 2

REQUESTS AND OPPORTUNITIES

It has been suggested that the library provide notary services.

STAFF AND VOLUNTEERS 4

Beth Hadley began working at the Sinclairville Free Library on June 26, 2006 as the Library Assistant. This year marks her 17th anniversary as an employee of the library. Beth will be on vacation August 14-19. Library Assistant Jessica Huling will be on vacation August 21-26.

Volunteers currently providing assistance inside the library are: Joan Stroh, Val Milliman, Beth Loomis, Cathy Obert, Pat Kirell, Sarah Winton, Naomi Johnson, Lynn Wigren, Sharon Peterson and Bonnie Larkin.

A calendar of the days and times staff and volunteers are scheduled to work at the library is posted in the office.

STATISTICS

Circulation of digital materials for the month of April was 178, and our library ranked 16 out of the 38 libraries in our system. We added five new digital users in April. Several of those were the result of our digital services outreach program to residents of the Homestead in Gerry. 2

TECHNOLOGY & EQUIPMENT

CCLS installed updated wireless routers.
We need a new color copier/scanner.

June 2023

SUMMER READING STARTS ON WEDNESDAY JULY 5TH!!!



SINCLAIRVILLE FREE LIBRARY

PO BOX 609
15 MAIN STREET
SINCLAIRVILLE, NY 14782
PHONE: 716.962.5885
FAX: 716.962.5885
Director: Beth Hadley
info@sinclairvillelibrary.org
www.sinclairvillelibrary.org

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
<p>GIVE BIG CHQ</p> <p>Give Big CHQ is a 24-hour online fundraising event that connects individuals with causes they care about in Chautauqua county. Hosted by the Chautauqua Region and Northern Chautauqua Community Foundations, this event is an opportunity to come together as a community to celebrate the important work of local nonprofits, helping to raise dollars and awareness for their missions.</p> <p>Donations can be made at https://www.givebigchq.org/organizations/sinclairville-free-library</p>				1	2	3	<p>PROGRAMS:</p> <p>Child's Play: For ages birth to preschool. Participate in stories, songs & fingerplays. Take away craft or activity for extended learning. Registration is required.</p> <p>Family History: New group for anyone interested in genealogy and writing to preserve family history. Please register.</p> <p>Library Services @ The Homestead or at the Library: Help with library cards, borrowing/requesting materials, returning materials. Please bring passwords for digital assistance.</p> <p>Memoir Writing @ The Homestead: Join us to explore life themes together and to create a written life story for personal reflection or to share with friends and family members.</p> <p>Sinclairville Samplers: Quilting, knitting, crochet, embroidering, and fun with friends.</p> <p>Write Spirit: Christian writing group. Virtual program.</p> <p>MAKERSPACE Our Makerspace is available during Open Hours* LEGOS, marble runs, KINEX, building kits, challenges, craft kits and more. Parent/caregiver must accompany child</p> <p>SUMMER READING!!! Starts Wednesday, July 5th and runs through Thursday, August 31st</p> <p>All Together Now</p> <p>Focusing on Kindness, Friendship and Community.</p> <p>Programs & Events: Child's "How Many Minutes Can You Read?" Challenge Teen Team Selfie Scavenger Hunt Mobile Summer Reading with Miss Jessica & Chet "Bad Kitty is Kind" Comic Creation "Postively Journaling" Community Kindness Tree And, more to come...</p> <p>Check out our website and follow us on Facebook for more Summer Reading details.</p>
				4	5	6	
				7	8	9	
				10	11	12	
				13	14	15	
				16	17	18	
				19	20	21	
				22	23	24	
				25	26	27	
				28	29	30	
				July 1st			
<p>HOURS</p> <p>Monday 2:00 - 8:00 pm Wednesday 9:00 am - 5:00 pm Thursday 2:00 - 8:00 pm Friday 10:00 am - 4:00 pm Saturday 10:00 am - 1:00 pm</p>				<p>BOOK CLUB SELECTIONS - COPIES ARE AVAILABLE THRU THE LIBRARY SYSTEM</p> <p>Books Unlimited Book Club Selection: "The Seven Husbands of Evelyn Hugo" by Taylor Jenkins Reid</p> <p>Book Club @ The Homestead: "A Stranger's Game" by Colleen Coble</p> <p>Virtual Book Club Selection: "The Great Gatsby" by F. Scott Fitzgerald</p>			
				<p>Please register for events or programs using our Event & Program Registration form on our website</p>			

Sinclairville Free Library
Balance Sheet Prev Year
As of April 30, 2023

	Apr 30, 23	Apr 30, 22
ASSETS		
Current Assets		
Checking/Savings		
Checking - Community Bank		
Checking - Operating	11,366.91	-1,442.06
Grant Funding		
Bullet Aid	0.00	3,571.43
Local History Room	0.00	126.78
Restricted Funds		
ALA/LTC	0.00	3,000.00
NCCF	0.00	2,500.00
Technology Upgrades	0.00	322.41
Total Restricted Funds	0.00	5,822.41
Total Grant Funding	0.00	9,520.62
Total Checking - Community Bank	11,366.91	8,078.56
Front Desk Change	15.00	15.00
Petty Cash	50.00	50.00
Savings	3,911.15	27,408.42
Total Checking/Savings	15,343.06	35,551.98
Other Current Assets		
Investment		
Investment-Orig + Income	15,939.46	17,597.99
Unrealized Gain (Loss) on Inves	-2,607.89	0.00
Total Investment	13,331.57	17,597.99
Total Other Current Assets	13,331.57	17,597.99
Total Current Assets	28,674.63	53,149.97
Fixed Assets		
Land & Building	244,123.98	219,599.19
Total Fixed Assets	244,123.98	219,599.19
TOTAL ASSETS	272,798.61	272,749.16
LIABILITIES & EQUITY		
Equity		
32000 · Unrestricted Net Assets	273,756.48	274,936.90
Net Income	-957.87	-2,187.74
Total Equity	272,798.61	272,749.16
TOTAL LIABILITIES & EQUITY	272,798.61	272,749.16

Sinclairville Free Library
Profit & Loss Budget - Actual
January through April 2023

	Jan - Apr 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
CCLS - System Cash Grants			
Other Cash Grants	0.00	5,000.00	-5,000.00
11.3 · LLSA	143.40	500.00	-356.60
11.7 · Materials Plan	768.00	2,000.00	-1,232.00
Total CCLS - System Cash Grants	911.40	7,500.00	-6,588.60
11.1 · Public Funding			
Charlotte	12,000.00	11,250.00	750.00
Gerry	6,000.00	6,000.00	0.00
Sinclairville	0.00	9,500.00	-9,500.00
Total 11.1 · Public Funding	18,000.00	26,750.00	-8,750.00
11.13 · Other Receipts			
11.14 · Gifts & endowments			
Donation	1,734.79	8,010.00	-6,275.21
Memorial	50.00	1,000.00	-950.00
Total 11.14 · Gifts & endowments	1,784.79	9,010.00	-7,225.21
11.15 · Fund Raising			
Annual Appeal	1,400.00	6,000.00	-4,600.00
Bake Sale	0.00	250.00	-250.00
Chicken BBQ	0.00	2,000.00	-2,000.00
Give Big CHQ	0.00	500.00	-500.00
Painted rocks	0.00	250.00	-250.00
Yard Sale	0.00	250.00	-250.00
Total 11.15 · Fund Raising	1,400.00	9,250.00	-7,850.00
11.16 · Investment Income			
Savings Interest	0.23	4.00	-3.77
11.16 · Investment Income - Other	0.18		
Total 11.16 · Investment Income	0.41	4.00	-3.59
11.17 · Library Charges			
Copy	26.15	150.00	-123.85
Fax	14.50	50.00	-35.50
Fines	0.00	0.00	0.00
ILL Fee	0.00	5.00	-5.00
Lost Book Payments	17.00		
Lost Card	2.00	0.00	2.00
Printing	61.50	150.00	-88.50
Total 11.17 · Library Charges	121.15	355.00	-233.85
11.18 · Other Income			
Book Sale	0.00	250.00	-250.00
Total 11.18 · Other Income	0.00	250.00	-250.00
Total 11.13 · Other Receipts	3,306.35	18,869.00	-15,562.65
Total Income	22,217.75	53,119.00	-30,901.25
Expense			

Sinclairville Free Library
Profit & Loss Budget - Actual
January through April 2023

	Jan - Apr 23	Budget	\$ Over Budget
Employee Expenses			
12.3 · Salaries			
Assistant	5,498.23	15,080.00	-9,581.77
Manager	7,696.89	26,936.00	-19,239.11
Total 12.3 · Salaries	13,195.12	42,016.00	-28,820.88
12.4 · Employee Benefits	1,980.47	4,184.00	-2,203.53
Total Employee Expenses	15,175.59	46,200.00	-31,024.41
Library Materials			
12.6 · Printed Material			
Books	1,499.91		
Magazines	42.24		
12.6 · Printed Material - Other	0.00	4,000.00	-4,000.00
Total 12.6 · Printed Material	1,542.15	4,000.00	-2,457.85
12.7 · Electronic Material	400.00	1,200.00	-800.00
12.8 · Other Material			
Audio CD's	0.00	150.00	-150.00
DVD's	92.91	200.00	-107.09
Toys/Manipulatives	0.00	150.00	-150.00
Total 12.8 · Other Material	92.91	500.00	-407.09
Total Library Materials	2,035.06	5,700.00	-3,664.94
12.17 · Building Operation & Maintenance			
Other Bldg Oper & Maint			
Building Insurance	1,936.61	2,000.00	-63.39
Cleaning	360.00	2,600.00	-2,240.00
Supplies	40.68	500.00	-459.32
Utilities	2,348.00	5,250.00	-2,902.00
Other Bldg Oper & Maint - Other	91.97		
Total Other Bldg Oper & Maint	4,777.26	10,350.00	-5,572.74
Repairs	0.00	250.00	-250.00
Total 12.17 · Building Operation & Maintenance	4,777.26	10,600.00	-5,822.74
12.25 · Miscellaneous Expense			
Equipment	0.00	2,500.00	-2,500.00
Office & Library Supplies	411.87	1,000.00	-588.13
Postage	63.00	120.00	-57.00
Professional & Consultant Fees	0.00	500.00	-500.00
Technology updating	0.00	1,000.00	-1,000.00
Telephone & Internet	228.96	750.00	-521.04
z-Miscellaneous - other			
Advertising	55.00	25.00	30.00
Coffee expense	0.00	100.00	-100.00
Fund Raising Exp	0.00	650.00	-650.00
Paypal Fee	0.00	10.00	-10.00
Program Expense			
Summer Reading Program	-43.25	500.00	-543.25
Program Expense - Other	88.93	1,200.00	-1,111.07

7:53 PM
 05/09/23
 Accrual Basis

Sinclairville Free Library
Profit & Loss Budget - Actual
 January through April 2023

	Jan - Apr 23	Budget	\$ Over Budget
Total Program Expense	45.68	1,700.00	-1,654.32
Travel	180.97	150.00	30.97
Volunteer Expense	16.99	100.00	-83.01
z-Miscellaneous - other - Other	116.93	100.00	16.93
Total z-Miscellaneous - other	415.57	2,835.00	-2,419.43
12.25 · Miscellaneous Expense - Other	165.75		
Total 12.25 · Miscellaneous Expense	1,285.15	8,705.00	-7,419.85
Total Expense	23,273.06	71,205.00	-47,931.94
Net Ordinary Income	-1,055.31	-18,086.00	17,030.69
Other Income/Expense			
Other Income			
Investment - not on annual rept	97.44		
Total Other Income	97.44		
Net Other Income	97.44		
Net Income	-957.87	-18,086.00	17,128.13

Sinclairville Free Library

Procedure for Board Member Videoconferencing

In compliance with Public Officers Law (POL) 103-a(2)(2), the Sinclairville Free Library authorized by resolution on _____ the use of videotaping.

1. It is important that Board of Trustee members attend meetings in person.
2. If a member cannot physically attend and wishes to participate via videoconferencing, that member must notify the Library Manager no later than two business days prior to the scheduled meeting. This will allow time for proper notice to the public regarding the video conferencing option. If it is not practicable to update the notice, the library can reschedule the meeting.
3. Quorum will be made up of those attending in person as well as via remotely.
4. The members should be able to be seen, heard, and identified while the meeting is conducted.
5. Minutes of the meetings involving video conferencing shall make note of which members participated from a remote location.
6. The public notice for the meeting shall inform the public: a) when video conferencing will be used b) how to access and participate in such a meeting c) where to access documents and d) physical location for the meeting where the public can attend; utilizing technology to permit access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act (ADA).
7. These procedures shall be conspicuously posted on the Sinclairville Free Library website.