

LAMONT MEMORIAL FREE LIBRARY

MINUTES FOR 05/20/2024

In-Person Board Meeting: 6:30 p.m.

Roll Call

Present: Maryalice Griffin, Colleen Rynders, Page Anderson, Rosann Morey, Melanie Field, Allison Field, Heather Cobb, Director.

Absent:

Guest: Mr. Joe Nauseef, Village of McGraw mayor; Linda Riccardi; Giuliana Figliomeni and Cindy Buerkle, Friends of Lamont Memorial Free Library

Meeting started at 6:33PM

Mayor's Comments:

Mr. Nauseef just wanted to touch base with us briefly to see how we liked the completed paint job on the library and to see if we had any questions or concerns for him. He reported that he is working on the electrical hookup for the new gazebo now.

Friends of the Lamont Memorial Free Library (FOLMFL):

Giuliana and Cindy gave an update. There will be 7 seats in totals. 4 officers and 3 members. The officers are: Cindy Buerkle, President; Ann Farrell, Vice President; Giuliana Figliomeni, Secretary and Megan Wildman, Treasurer. Two of the member seats are filled so there is a seat available if anyone is interested. They have drafted a set of by-laws and a mission statement. Mardis Kelson is going to do a legal review. They will be creating a Memorandum of Understanding between the FOLMFL and the library board. We will work together with them to create this document in the near future. Next they will file for Articles of Incorporation and then they can file for non-profit status.

Approval of Meeting Minutes:

Minutes for the March 18th meeting were reviewed. Motion to approve: Rosann, seconded by Allie. Approved.

Financial Reports:

★ Profit & Loss

- Income - The District Wide money and the PILOT money from the school has been deposited. Heather is going to contact the school to see how the PILOT money amount is calculated.
- Gifts & Donations - Received a donation in honor of Mary Kimberly's birthday.

- Program Contributions - Delores Rose donated \$1,000.00 for the Summer Reading Program.
- Employee Benefits - Disability Insurance and Worker's Compensation are paid for the year.
- Equipment & Software - Polaris Contract - Heather paid the first half of this. Computer Related Expenses - paid for the website renewal. Equipment - purchased the TV, stand and player. (So far the equipment has been used for the Eclipse program, Movie night and Homeschool Studio).
- ★ **Transaction List** - Endowment increase in March and decrease in April.
- ★ **Balance Sheet** - reviewed but no discussion.
- ★ Motion to approve: Melanie, seconded by Mary. Approved.

Director's Report:

- ★ Still moving in the right direction.
- ★ Overdrive is up.
- ★ WiFi sessions and Library Visits are up.
- ★ Internet Sessions are about the same.
- ★ 168 New Materials were added in total for March and April with 28 of these from donations.
- ★ Volunteers for March and April were Z. Thornton (Saturdays), M. Cobb and C. Cobb (booksale preparation), T. Ripley (shelving books) and C. Borst (high school student reading for preschool storytime which had no attendance).
- ★ Programs:
 - Adult - There were 16 adult programs for March and April with 122 attending. (9) Knit & Crochet, (2) Book Club, (4) Senior Social, (1) Crafts & Creations.
 - Tween/Teen - nothing until Summer Reading program.
 - Children - For March and April there were 8 programs, 20 attended - (4) Homeschool Learning Studio, (2) Preschool Storytime, (2) Family Fun. Still no attendance for the Family Fun programs for this year.
 - Multigenerational - 2 Chess-Scapes programs for March and April with 2 attending in March, 0 in April. Becky Cornell runs this program. Becky knew there was interest in a Chess program in school and decided to not do a program there so the students would come to the library program. However, they haven't attended. We don't know how to get kids interested in the library programs. We discussed perhaps having a student member of the board. We also discussed having some student leaders (for example Student Council) get involved and try to promote library programs. Rosann will call Julie Steinhoff at the high school to set up an appointment with Mark Dimorier to discuss the possibility of doing something like this.
 - Summer Reading Program - the first special program is The REV Theatre on July 16th.
 - Non Library Programs - Friends of the Library meetings in March and April.
- ★ Trainings & Meetings:
 - FLLS Director's Meeting - Heather attended via Zoom for March and April.

- Friends of the Library Meeting - Mary, Melanie, Allison and Heather attended the March meeting at the library. Heather, Mary and Sarah Glogowski attended the April meeting at the library.
 - Trustee Training: Introduction to Crisis - Webinar attended by Colleen.
 - Sexual Harrassment Prevention Training (SUNY) - Webinar attended by Mary.
 - Summer Reading Workshop - Heather and Christa attended in Ithaca in April.
 - FLLS Road Trip - Heather attended via Zoom.
- ★ Motion to approve: Colleen, seconded by Allie. Approved.

Friends of the Library Committee: Heather will mostly be the one to attend the Friends meetings. We will work out with the Friends group as to what the expectations are.

Unfinished Business:

- ★ Endowment -
 - Account Authorization - we reviewed and approved the Tompkins Financial Advisors Signature Authorization. Motion was made by Melanie and seconded by Maryalice to have the designated individuals have signing authority on the management account for the library. Motion passed.
 - Cash Equivalent - We discussed what to do with the cash that we have earned. We decided to put this money into our budget so maybe we won't need to take any money out of the endowment for this year.
- ★ Book Sale
 - Friday, May 31st 3:30-5:30. Heather has volunteers to help.
 - Saturday, June 1st 8:00 - 2:00. Melanie and Allie will work 8:00 - 11:00. Colleen will work 8:00 to 12:30. Linda will work 11:00-2:00. Rosann will work 11:30-3:30. Page will let us know if she can work for a bit. Heather will contact the Little Free Library to see if they want the leftover children's books. She will bring the adult fiction books back to the library so they are available for sale during the month of June.
 - Bag Sale - instead of charging for each individual book we are going to just ask for a donation for a bag of books. Heather said a lot of other libraries do it this way and say they make as much or more money for the books than when they have a set price.
- ★ Museum Pass - we will purchase a library membership at the Sciencenter again this year. This will provide the library with 2 passes. Each pass provides free admission for two adults and their children, all living in the same household. Rosann has volunteered to donate \$125.00 to cover the cost of the membership.

New Business:

- ★ Tree Lighting - December 14th. We would like to have the event run from 4:30 - 6:00 this year. Allie will contact Pat Leach to see if the Rec committee would be willing to help with games. She will also contact the Fire department to see if we could have Santa visit on a fire truck. We also discussed whether the brewery would like to help with a basket or something to give away. Perhaps the Friends group would like to do a basket.

- ★ New Trustee - Linda Riccardi is interested in serving as a library trustee. Rosann made the motion to accept Linda as a trustee. Seconded by Melanie. Approved. Heather will contact the Village so they can add the vote on this to their agenda.

Next meeting will be July 15th at 6:30PM.

Meeting adjourned at 7:31PM

Respectfully submitted by Melanie Field, secretary