

LAMONT MEMORIAL FREE LIBRARY

MINUTES FOR 08/12/2024

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

Roll Call

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

Absent: Rosann Morey

Guest: None

Meeting started at 6:31PM

Public Comments:

None

Friends of the Lamont Memorial Free Library (FOLMFL):

There were no representatives of the FOLMFL at the meeting tonight but Heather shared their meeting minutes from their May 7th and June 11 meetings and their July 9th Executive Board meeting. Maryalice asked if our board can meet with the Friends group or give them our ideas on our portion of the Memorandum of Understanding document that they are working on creating. We agreed to meet with them in person. Maryalice will reach out to get details on when they would like to meet. Maryalice also wanted the following bullet points included in our minutes with regard to the Role of the Friends Board form the United for Libraries Tools for Trustees document:

- Friends are kept informed of the Library's plans, progress, and challenges by the library director.
- A Friends board member should be appointed as a liaison to the library's Board of Trustees. This liaison should attend all Board of Trustee meetings, be prepared to report Friends issues and activities to the Trustees, and report back to the Friends.

Approval of Meeting Minutes:

Minutes for the May 20th meeting were reviewed. Motion to approve: Colleen, seconded by Maryalice. Approved.

Financial Reports:

★ Profit & Loss

- Income - We received 90% of the State Aid. We will get the remaining 10% in December or in early 2025.
- Gifts & Donations - Received 2 donations from Mary Kimberly. Also added the coin purses here.
- FLLS Outreach Mini Grant - Heather added this category. We received money for Senior Social for 2024 and 2025.
- FLLS Family Literacy Mini Grant - For this grant we have to make purchases and get reimbursed. Heather is using this to purchase board books.
- Program Contribution - \$550.00 was used for the Rev Theatre. Still have \$450.00 left from the \$1000.00 donation.
- ★ **Transaction List** - Endowment increase in May, June and July.
- ★ **Balance Sheet** - reviewed but no discussion.
- ★ Motion to approve: Melanie, seconded by Page. Approved.

Director's Report:

- ★ Doing well. Numbers are going up or at least staying the same.
- ★ Library Visits were up for May, June and July. We reached 500 visitors in July. 49 visitors were Library Roadtrip visitors.
- ★ 224 New Materials were added in total for May, June and July. 23 of those were from donations.
- ★ Volunteers for May, June and July were our normal volunteers Z. Thornton (Saturdays), T. Ripley (shelving books) plus the volunteers that helped with the book sale (McGraw Staff & students, M. Cobb, C. Cobb, M. Caufield, C. Rynders, A. Field, R. Morey, K. Boice, C. Kluge, V. Maricle, B. Cobb, M. Aagaard, M. Field, L. Riccardi and P. Anderson).
- ★ Programs:
 - Adult - There were 24 adult programs for May, June and July with 172 attending. (13) Knit & Crochet, (2) Book Club, (4) Senior Social, (3) Crafts & Creations and (2) One Hour Read - (Seniors, picked a short story through LaVar Burton Reads on TV and then discussed the story).
 - Tween/Teen - none
 - Children - Included in Summer Reading. For May, June and July there were 12 programs, 132 attended - (3) Homeschool Learning Studio, (2) Preschool Storytime, (2) Family Fun. Still no attendance for the Family Fun programs for this year. Need to revisit this program to see if we should discontinue.
 - Multigenerational - 2 Chess-Scapes programs for May and June. No one attended. Heather is going to talk to Troy about some ideas that she and Rebecca have.
 - Summer Reading Program - this did pretty well. The adult programs were more well attended. No teens attended any of their programs.
 - Non Library Programs - Friends of the Library meetings in March and April.
- ★ Trainings & Meetings:
 - FLLS Director's Meeting - Heather attended via Zoom for May and July.

- Friends of the Library Meeting - Heather attended the May 7th meeting at the library.
- Cortlandville Town Board Meeting - Heather, Maryalice, Melanie and Allie attended the meeting in Cortlandville.
- FALCONS - Heather attended the May meeting via Zoom.
- FLX Road Trip Infor Session - Heather attended via Zoom in June.
- ★ Non Library Programs - there were 12 programs in total for May, June and July. 105 attended these programs. (3) Friends of the Library meetings, Ribbon Cutting Ceremony for the village green, CAPCO Healthy Families, (5) Tutoring, Book Buddies (came once on Friday from Summer school). Office for the Aging - Farmer's Market Coupons
- ★ Motion to approve: Allie, seconded by Melanie. Approved.

Unfinished Business:

- ★ Endowment - Heather talked with Mike Zoanetti from Tompkins Trust. He said we should just have 3 signers. There was some confusion with the paperwork with regard to Heather being on the paperwork. So, this is still in progress. May need Mike to come to our meeting to discuss.
- ★ School Open Houses - According to the school calendars, it appears that they are on 9/3. Discussed whether we should attend being that this is the night before school starts. We wonder how much interest and interaction we would get because parents and students may be more focussed on other things. Mary will contact the principals to see if there are other events that we can attend or if we should attend the open houses.
- ★ Tree Lighting:
 - December 14th from 4:30 - 6:00.
 - School choir will attend again.
 - The McGraw FD will bring a fire truck with Santa and Mrs Claus. Allie will get candy canes for Santa and Mrs. Claus to hand out.
 - The REC committee will help (probably with games).
 - Mary Kimberly can do baskets to raffle if she would like. The raffle tickets should have the Friends name on them but we can help sell them.
 - Heather said that someone wants to make a memorial donation for a patron and would like to purchase a tree for the library. We would like it to be put in the same spot as the current tree. Mary Guernsey purchased Christmas lights for the tree.

New Business:

- ★ Library Insurance Policy - The auto portion of the policy will be updated with the names of the current board members. They need our Driver's license number and our DOB. Maryalice asked to be excluded from this since her term as trustee ends at the end of this year.
- ★ Lactation Policy - reviewed the NYS lactation policy and approved using this as the library's policy.
- ★ Wreath Making - November 23rd at 2:00PM. Heather will reserve the REC building with the village.

Next meeting will be on September 16th at 6:30PM.

Meeting adjourned at 7:39PM

Respectfully submitted by Melanie Field, secretary