

# LAMONT MEMORIAL FREE LIBRARY

## MINUTES FOR 09/16/2024

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

### **Roll Call**

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

**Absent:** Linda Riccardi

**Guest:** Mike Zoanetti, Tompkins Trust

Meeting started at 6:30PM

### **Public Comments:**

None

### **Mike Zoanetti, Tompkins Trust Financial Advisor:**

Mike advised that we should have no more than 3-4 signers for our account. We chose Heather, Rosann, and Colleen. These signers will stay in effect until we need to change them for some reason. We need to review our investment policy every 3 years. Our current investment policy is 60%/40% stocks/bonds with a range of 70%/50%. Mike reviewed our Portfolio snapshot for the period ending 9/13/24. Overall, our portfolio is doing quite well. Mike asked if we anticipated any cash needs for 6-9 months from now. If so, we should consider taking money now to put in our cash equivalents. Currently the market value of our Cash Equivalents is \$2,386. We agreed to transfer \$10,000 to our cash equivalents.

### **Friends of the Lamont Memorial Free Library (FOLMFL):**

We agreed that the MOU that the Friends created looks good. Maryalice will attend their next meeting, which is in October, to sign the MOU. Heather has agreed to attend their meetings and if for some reason she can't attend then another representative from our board will attend instead.

### **Approval of Meeting Minutes:**

Minutes for the August 12th meeting were reviewed. Motion to approve: Colleen, seconded by Allie. Approved.

### **Financial Reports:**

#### **★ Profit & Loss**

- New Materials - We have spent almost all of the budgeted funds for the year.

- ★ **Transaction List** - Endowment decrease in August.
- ★ **Balance Sheet** - reviewed report. The Operating Cash category changes monthly because this is where the General Fund Checking, General Savings and Computer Savings are shown. A question was asked on what the Endowment line under Other Current Liabilities represents. It shows \$51,391.14. We aren't sure what this number represents. Our accountant, John Reagon created this report for us. Heather generates the report using Quickbooks.
- ★ Motion to approve: Melanie, seconded by Maryalice. Approved.

### **Director's Report:**

- ★ Not much is changing, the numbers are about average.
- ★ Library Visits were up slightly for August. 72 were library road trip visitors.
- ★ 70 New Materials were added in August. 13 of those were from donations.
- ★ Volunteers for August were our normal volunteers Z. Thornton (Saturdays), T. Ripley (shelving books) plus the moving crew (M. Cobb, C. Cobb, B. Cobb) for the new shelving at the Community Center. The shelves will be used for the storage and sorting area in preparation for the sale, not for the actual sale. Heather also got some new shelving from the TCPL for the library.
- ★ Programs:
  - Adult - There were 6 adult programs for August with 41 attending. (4) Knit & Crochet, (2) Book Club.
  - Tween/Teen - none
  - Children - 1 program in August (Pizza Party for the end of the Summer Reading program) with 10 attending.
  - Multigenerational - none
  - Summer Reading Program - this did pretty well. The numbers were up from last year's program.
  - Non Library Programs - Friends of the Library meeting and Tutoring.
- ★ Trainings & Meetings:
  - Friends of the Library Meeting - Heather, Maryalice, Melanie and Allison attended the August 27th meeting at the library.
- ★ Maryalice requested that we receive the reports by the Friday before the meeting at the latest, it would be preferable to receive the reports on Thursday, if possible. This will give everyone the chance to review the reports prior to the meeting. Heather agreed to send the reports as early as she can prior to the meeting.
- ★ Motion to approve: Allie, seconded by Rosann. Approved.

### **Unfinished Business:**

- ★ School Open Houses - Linda and Rosann were at the high school and Melanie and Heather were at the elementary school. A few people signed up for library cards at the elementary school. There was some interest in audible books at the high school. Not a lot of interaction, probably due to it being the night before school started. Perhaps there are other events we could attend instead of the open house, if the open house is the night before school starts again next year.

- ★ Wreath Making:
  - Saturday, November 23rd. The event is up on Facebook.
  - Steve and Anne Farrell will collect the money on behalf of the FOLMFL.
- ★ Tree Lighting:
  - December 14th from 4:30 - 6:00.
  - Event is up on Facebook. Will put flyers up as a reminder.
  - Still need a tree. Need to check to see if the village has leads on a tree.

**New Business:**

- ★ Staff and Programs:
  - Heather met with Rebecca and with Christa. Rebecca is being asked to run the Lego club at the school which is the same time as our Chess program, so we are going to cancel Chess for the rest of the year.
  - Heather advised that Christa has moved out of state. She will be traveling back here so she can still do programs (preschool storytime, senior social, ladies lemonade and bulletin board) for September, October and November. The ladies lemonade is just a one time only program in September for a social time for young moms. Will need to re-evaluate the programs that we do now. Heather is thinking that it might take multiple people to fill the roles that Christa has.

**Next meeting will be on October 21st 6:00PM for the library walk thru with the meeting to follow at 6:30PM.**

Meeting adjourned at 8:04PM

Respectfully submitted by Melanie Field, secretary