

LAMONT MEMORIAL FREE LIBRARY

MINUTES FOR 11/18/2024

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

Roll Call

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

Absent: Colleen Rynders

Guest: none

Meeting started at 6:31PM

Public Comments:

None

Friends of the Lamont Memorial Free Library (FOLMFL):

Minutes from their November 12th meeting are included in our board packet.

Approval of Meeting Minutes:

Minutes for the October 21st meeting were reviewed. Motion to approve: Rosann, seconded by Allie. Approved.

Financial Reports:

- ★ **Profit & Loss:** We haven't received any monies from the Village yet. Will ask the Village about this as they had approved adding money for the library to their budget last winter when we attended the Village board meeting.
- ★ **Transaction List:** We had an increase in September and a decrease in October.
- ★ **Balance Sheet:** No discussion on this report.
- ★ Motion to approve: Melanie, seconded by Allie. Approved.

Director's Report:

- ★ Numbers are up for everything except WiFi sessions and Internet sessions.
- ★ **New Materials:** Heather recreated the report because she couldn't access the old reports from the flash drive so the report is now broken down by category. Total of 64 new materials were added in October. 8 were from donations.
- ★ **Volunteers for October:** T. Ripley (shelving books), C. Cobb, B. Cobb, B. Mosher and K. Mosher (making shelves and moving stuff for the book room at the Rec building).
- ★ **Programs:**

- Adult - There were 8 adult programs for October with 59 attending. (5) Knit & Crochet, (1) Book Club, (1) Crafts n' Creations and (1) Senior Social.
- Tween/Teen: none
- Children: 1 program in October - Preschool story time. 14 attended.
- Multigenerational: none
- Non Library Programs: 2 programs in October. 11 attended. Friends meeting and McGraw School - Rooms Help Session which was an open session at the library for anyone needing help accessing Rooms (the app for parents to talk to teachers).
- ★ Trainings & Meetings:
 - Friends meeting at the library. Heather and Page attended.
- ★ Motion to approve: Mary, seconded by Page. Approved.

Unfinished Business:

- ★ Wreath Making: November 23rd. Meet at the Rec at 1:30 for setup. Anyone that has folding tables should bring them. Coffee, hot cocoa and bottled water will be provided. Heather has wreath forms for anyone that doesn't have one. There is 1 spot open.
- ★ Tree Lighting:
 - December 14th from 4:30 - 6:00.
 - Santa and Mrs Claus will be meeting at the firehouse at 4:20 to be driven over to the library in a fire truck. We have 3 raffle baskets. Heather is inviting the mayor to do the talking.

New Business:

- ★ Board Terms: The By-laws will be revised to show 3 successive terms for each office.
- ★ Trustee Training 2025: Sarah and Heidi, from FLLS, have offered to do training at every library for 2025. We would like to do this and propose inviting Cincinnati, Marathon and other county libraries to attend our training session. We would like to do this in February. This would satisfy our 2 hours per year training requirement.
- ★ Children's Coordinator:
 - Heather has talked with Mindy Young, who is a former teacher, and she is going to do Children's Story Time for December. Heather would like to hire her for the children's programs after December if she is willing. Mindy did the afterschool reading program at the McGraw school.
 - There will be no formal program for seniors in December. Heather would like to do a book club for seniors that could be held during the day at the library. Would need someone willing to facilitate this.
- ★ Budget 2025 Draft 2:
 - We reviewed the second draft that Heather created.
 - Income:
 - PILOT: Heather spoke with the new business manager at the school regarding the PILOT number. He didn't know about this so will get back to Heather after he gets the information.
 - Cortlandville Contract: We will be receiving \$5000.00.

- Finger Lakes: Heather said the amount should be \$1437.00 not 1.00.
- Endowment: Heather budgeted \$10,000.00 as this was the number we discussed.
- FOLMFL: per their 11/12/24 meeting minutes, will keep our budget the same until the Friends group is ready to take over the fundraising. Their annual meeting is January 21st. We will attend to let them know what we are looking for in regards to funding. Rosann would like to get on the Friends agenda to discuss a fundraising idea (murder mystery dinner).
- FLLS Collection Development: This number could change depending on how many libraries accept the offer. Heather has \$2000.00 for Nonfiction budgeted.
- We discussed the possibility of a construction grant for new outside lighting and security cameras. The Village would need to match so we would need to bring this to them.
- Expense:
 - Discussed raises for personnel. Sarah said that assistants and people doing programs are getting around \$18.00/hour.
 - Changing Heather's hourly rate to \$23.00/hour to keep in line with what other directors earn. Heather is scheduled for 35 hrs/week and gets 3 weeks vacation and 5 sick days per year. Also in NYS Retirement but gets no medical insurance.
 - Heather added line for \$50.00 for second book club (seniors held at library)
 - We decided to keep the Science Center Membership in the budget for now. Rosann volunteered to make a donation to pay for the membership fee, however, we discussed that perhaps the Friends group might want to fundraise for this so we could possibly have multiple passes to various places, ie. MOST

Next meeting will be on December 16th at 6:00PM (note time change). We will have pizza.

Meeting adjourned at 8:30PM

Respectfully submitted by Melanie Field, secretary