

LAMONT MEMORIAL FREE LIBRARY

MINUTES FOR 12/16/2024

In-Person Board Meeting: 6:00 p.m.

Roll Call

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

Absent: none

Guest: none

Meeting started at 6:32PM

Public Comments:

None

Friends of the Lamont Memorial Free Library (FOLMFL):

Their next meeting is January 21, 2025. Heather will attend. Any library board members can attend as well.

Approval of Meeting Minutes:

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

Financial Reports:

- ★ **Profit & Loss:** Received monies from McGraw for 2024. The Town of Cortlandville is planning to give \$5,000.00 for 2025. Heather will submit a request to the Village of McGraw for 2025. We have received some monetary donations from our regular donors who have brought checks into the library.
- ★ **Transaction List:** We haven't received the #s for the endowment for November yet.
- ★ **Balance Sheet:** No discussion on this report.
- ★ Motion to approve: Melanie, seconded by Allie. Approved.

Director's Report:

- ★ Numbers are down a bit for November, but this is normal due to the amount of time off.
- ★ **New Materials:** Total of 90 new materials were added and 28 were from donations.
- ★ **Volunteers for October:** T. Ripley (shelving books), B. Cobb, Z. Thornton
- ★ **Programs:**
 - **Adult -** There were 7 adult programs for November with 112 attending. (4) Knit & Crochet, (1) Book Club, (1) Senior Social and (1) Wreath Making.

- Tween/Teen: none
- Children: 1 program in October - Preschool story time. 16 attended.
- Multigenerational: none
- Non Library Programs: 1 program in November. 3 attended.
- ★ Trainings & Meetings:
 - Reviewed Training and meeting events that were attended by trustees and/or Heather since the last board meeting.
- ★ Motion to approve: Mary, seconded by Rosann. Approved.

Unfinished Business:

- ★ Tree Lighting (December 14th 4:30 - 6:00)
 - Need to start advertising more. Perhaps the village could help with this? We discussed a permanent event board in front of the library to advertise programs. However, the library has a rolling sandwich board already that can be used to advertise events. We should utilize this, especially for special events.
 - Also discussed having Santa and Mrs Claus arrive a little later so that more kids will be at the event prior to arrival. Also, we should advertise when Santa will be arriving so people know when to get to the library in order to see it.
 - We need to get a new coffee maker prior to next year. One of the ones we have been using to heat water for hot cocoa no longer works.

New Business:

- ★ Meeting Start Time: we decided to change the start time to 6 pm starting in January. Motion made by Rosann, seconded by Allie. Approved.
- ★ Trustee Nominations:
 - President: Rosann was nominated and accepted the nomination.
 - Vice President: Allie was nominated and accepted the nomination.
 - Remaining officers will remain the same. We will vote on the slate at January meeting.
 - Heather will double check the term end date for Rosann.
- ★ Budget 2025 Draft 3:
 - We reviewed the third draft that Heather created.
 - We went into a brief executive session at 7:38 to talk about the salary rates for 2025. Executive session ended at 7:45.
 - We have a deficit of \$2,200.42 between the total Income and Total Expense in the budget. Discussed with Heather different possibilities in programming (ie removing/reducing tween/teen programs, reducing amount budgeted for adult programs) to balance the budget. Heather will work on this and present the final budget in January.

Next meeting will be on January 27th at 6:00PM (note time change).

Meeting adjourned at 8:00PM

Respectfully submitted by Melanie Field, secretary