

LAMONT MEMORIAL FREE LIBRARY

MINUTES FOR 1/27/2025

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

Roll Call

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

Absent: Colleen Rynders

Guest: none

Meeting started at 6:15PM

Public Comments:

None

Guest Speaker:

None

Friends of the Lamont Memorial Free Library (FOLMFL):

Their January meeting was cancelled. Heather isn't sure when the next meeting will be.

Approval of Meeting Minutes:

Minutes for the December 16th meeting were reviewed. Motion to approve: Rosann, seconded by Page. Approved.

Financial Reports:

- ★ **Profit & Loss:** Heather reported that we went over the budgeted amount for several categories in Materials but we were under in a lot of other categories.
- ★ **Transaction List:** There was a decrease in the Endowment for December..
- ★ **Balance Sheet:** No discussion on this report.
- ★ Motion to approve: Melanie, seconded by Allie. Approved.

Director's Report:

- ★ The reports showed the final numbers for 2024. Slightly short on Circulation compared to 2023 but everything else beat 2023 numbers.
- ★ New Materials: Total of 36 new materials were added in December and 7 were from donations.
- ★ Volunteers for December: T. Ripley (shelving books) and B. Cobb, Z. Thornton, C. Cobb, M. Aagaard, V. Maricle and K. Williams were all for the Tree Lighting event.

★ Programs:

- Adult - There were 4 adult programs for December with 113 attending. (3) Knit & Crochet, (1) Book Club. There was no Senior Social.
- Tween/Teen: none
- Children: 1 program in December - Preschool story time. 9 attended.
- Multigenerational: 1 program - Tree lighting. 100 attended.
- Non Library Programs: (2) Tutoring, Disaster Preparedness, Health & Wellness Book Club. There were 3 people including Heather that attended this book club, which will meet quarterly. Total of 13 that attended the non-library programs.

★ Trainings & Meetings:

- Reviewed Training and meeting events that were attended by trustees and/or Heather for the month of December.

Unfinished Business:

★ Board of Trustee Terms:

- Heather confirmed that Rosann's first term as Trustee ends December 2025.
- Also discussed officer terms - Rosann will be President and Allison will be Vice President for a 2 year term ending December 2026. Colleen will continue as Treasurer and Melanie will continue as Secretary with their terms ending December 2025. Motion to approve: Melanie, seconded by Page. Approved.
- Still have a vacant trustee position. Annette Herbert had expressed interest at the wreath making event. Melanie to check with Maryalice to see if she has Annette's contact information. If Annette isn't interested, then possibly someone from the book club might be interested.

New Business:

- ★ Meeting Schedule: Heather presented the 2025 Board Meeting & Event schedule. We changed the February meeting time to 5:00PM to approve the Annual Report with the Trustee Meet-up/Training to follow at 5:30. This training will satisfy our yearly training. We will invite other area libraries to participate and will order pizza.

★ Special Events:

- Book Sale: Heather added a third day for this. So, the sale will start Thursday at 3PM instead of Friday. Setup will be done on Wednesday.
- Wreath Making: Saturday, November 22nd from 2:00 - 4:00 PM.
- Tree Lighting: Saturday, December 13th from 4:30 - 6:00 PM.

- ★ Motion to approve the Meeting & Special Events schedule as amended: Rosann, second by Allison. Approved.

★ Budget 2025 Draft 4:

- We reviewed the changes made to the budget. Heather removed the summer months from the Children's Program Coordinator. Summer Reading will be more multigenerational. Heather is meeting with Rebecca to discuss Tween/Teen programming. Will discontinue the Project Library program for them if no attendance. Heather will also talk with Mindy and Rebecca to get their thoughts on a children's book club.

- The Personnel and Employee Benefits categories have been reduced from the last draft based on the changes that Heather has made so the Total Income and Total Expense are now in balance.
- Motion to approve the 2025: Rosann, seconded by Melanie. Approved.

Next meeting will be on Tuesday, February 25th at 5:00PM (note time change, for this meeting only).

Meeting adjourned at 7:19PM

Respectfully submitted by Melanie Field, secretary