

# Lamont Memorial Free Library

## Board of Trustees Meeting Minutes

March 30, 2026 at 5:30 PM

### Roll Call

- Present: Allison Field, Melanie Field, Colleen Rynders, Linda Riccardi, Heather Cobb, Director.
- Absent: Page Anderson, Rosann Morey
- Guest: N/A

Meeting started at 5:28 pm

### Public Comments

N/A

### Guest Speaker

N/A

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

- Next Meeting: Tuesday March 31, 2026 at 6:30 pm
- Annual Meeting: Tuesday April 28, 2026 at 6:00 pm - *Library Board of Trustees should plan to attend.*
- Fundraiser: Tea at the Library will be held on Saturday May 9, 2026 from 3:00 - 5:00 pm. They will host 20-30 people.

### Approval of Meeting Minutes

Melanie made the motion to approve the February 2, 2026 Meeting Minutes. Seconded by Linda. Approved.

### Financial Reports

- Profit & Loss
  - Received the last 10% of state aid from Finger Lakes.
  - Have not heard from the Town of Cortlandville about funding yet - Heather will follow up.
  - ADP line under Operating Expenses is for Payroll.

- Computer Related Expenses under Equipment & Software are for our website theme, GoDaddy, and other things to keep our website running.
- Transaction List
  - The interest earned from the CDs was not listed - Heather will look into this.
- Balance Sheet
  - As of March 16, 2026.
- Melanie made the motion to approve the Financial Reports. Seconded by Allie. Approved.

### **Director's Report**

- Circulation, Interlibrary Loan, and Interlibrary Loan to Other Libraries are all down slightly from this time last year. There has been an increase in computer use.
- The library received 69 new materials in January and 71 new materials in February.
- Volunteers: In addition to our regular volunteer (T. Ripley) helping in the library, C. Cobb and C. Kluge helped in the book room.
- Children Programs: in February, the library started having two sessions of Preschool Storytime per month - one session was the normal story time & the second had activity stations.
- Teen Program: no one attended the first session of Project Takeover, but attendance has grown since then.
- Colleen made the motion to accept the Director's Report. Melanie seconded. Approved.

### **Unfinished Business**

- Meeting & Event Schedule
  - *Tentatively meeting on Monday April 6th* to approve the annual report - it is due on April 10th, but Heather has not been given access to the software yet.
  - Heather will send out an updated schedule.
- Board of Trustee Terms
  - Officer roles and end of term dates have been updated.
    - Rosann will need to be sworn in again, as she is beginning her second term.

- There is still an opening for another trustee, if anyone knows someone who may be interested in joining.
- Trustee Training -
  - *Monday April 13 @ 5:30 - 7:30*
  - Sarah Glogowski will present.
  - Possible topics: how to navigate your fiscal responsibility as a trustee (fundraising, grants, etc.) / community relations (how to attract more people to the library)

### **New Business**

- Book Sale:
  - Thursday June 4 → 3:00 - 6:00 pm
  - Friday June 5 → 3:00 - 6:00 pm
  - Saturday June 6 → 8:00 - 2:00 pm
  - Heather will ask members of the Friends to help with working the sale, set up, and clean up again this year.
- Wreath Making:
  - Heather will contact McGraw Box Brewery to see about holding the event there again, as the Community Center is booked for another event already.

### **Next Meeting:**

Monday, April 6 at 5:30 pm - Annual Report Approval

Trustee Training Monday April 13 at 5:30 - 7:30 pm

Meeting adjourned at 5:57 pm

Respectfully submitted by Allison Field, secretary