

Almond Library Board of Trustees Meeting for June 2024

Thursday, 27 June

DRAFT MINUTES

Present: Elva Owlet, President; Mary Jo Morrison, Vice President, Lee Berry, Incoming Financial Officer; Cole DiGerlando, Secretary; Eric Ewald, Outgoing Financial Officer; Val Ewald, Outgoing Trustee; Bec Cronk, Connor Dirlam, Amber DiGerlando, Friends Representative to the Board; Linda Staiger, Trustee (on phone for part of meeting)

Meeting called to order at 6:38pm

Approval of May Minutes: Eric motioned to accept; Cole seconded; passed unanimously.

Connor's report (see attached report): Discussion on the door count; it works, but isn't the best! Cole asked if Connor would like more recommendations on middle grades graphic novels; Connor noted the increase in the door count.

Eric motioned to accept; Mary Jo seconded; passed unanimously.

Bec's report (see attached report): the hair person will accept hair donations from anywhere in Allegany County, will accept even beard clippings; she does presentations in the Belvidere; associated with Angelica library and received a grant.

- Star Quest starts July 1; Bec has the maps; when you visit libraries, you get stickers; prizes based on number of libraries visited; will track for STLS
- Elva will open on July 9
- Book display for next month will be Good Reads (from our stacks) to promote quality reads
- Updates on handyman: no response regarding railing; Bec will call again and if no response upcoming, then Bec is to let Eric know
- Minor progress on the signs—
 - code enforcement officer said to talk to Village of Almond, and emailed the Village, but hours don't correspond with Bec's; it was noted that we might need to present our sign request to the Village for approval; Elva will follow up & Lee offered to attend a Village Board meeting if it was required;
 - A-Frame sign would be an updated version of the previous one we used to have; Discussion on size of letters and options;
 - Eric motioned to purchase; Lee seconded to get temporary A-Frame sign for \$200; passed unanimously.
- Elevator—looked at Schindlers, but they are a large company, and their products didn't include lifts like ours, but Bec has an inquiry out to another provider; needs to have Access come (Eric recommends no contract)

Eric motioned to accept Bec's report; Mary Jo seconded; passed unanimously.

Book keepers report (See attached report): should be okay; half way through year on payroll; haven't used much for advertising; only ¼ of money for books spent; most fees and memberships are already covered; big bill will be insurance; surprised by how much is still

available for programming; Bec said she just made two big purchases for summer reading; plenty of money left for the building and maintenance; technology is mostly spent; Utilities will be our biggest issue because gas rates will be changing—Eric is looking at other providers for better rates, but right now we are on National Fuel.

Discussion:

- June report doesn't include the \$16K check from the school board, but that has come and been deposited. This amount isn't reflected in the bank accounts in the report.
- Eric's suggestion: buy bookshelves for the children's section; it shouldn't impact the construction grant; the CD money could be used for the 50/50 grant. He noted he is always available to call.
- Check-writing is turned over to Lee; credit card initiated to be changed (will probably need a new card). Might need to watch for new expiration date or security code, etc.

Cole motioned to accept; Val seconded; passed unanimously.

Spring CE Report Out/Discussion: lots of interesting speakers; biggest learning takeaway is we can't vote on issues over email; so if Elva and Bec can't come up with a solution, then will have to call emergency meeting.

- Trustee trainings; Bec mentioned that the STLS sends monthly newsletter emails that should include information on additional training; should consider what training might be most appropriate for our needs. Several board members should do the Construction Grant training.
- Lee asked about grants (not for buildings) that we've applied for; Bec said she's done a couple; Eric said typically 1 or 2 a year; Lee's update on Portal Burn—the call for donations was disappointing.
- Bec said the workflow wizardry session was excellent for her. Helps to track specific items in the system. The Trauma session was good to hear, but not much practical since there were no action steps. Online resources session was helpful to learn about some of the newer resources. Most frequently requested resource is Libby.

Friends Report (See attached report): Lots of networking, especially in Trauma workshop, including one of the presenters who is from Syracuse University, as well as the librarian from Cuba. The Trauma facilitator would like to meet with us and Cuba to talk about our experiences.

- The Friends' Patriotic Event is also the week before Labor Day.
- Learned that Friends should also pay a rental fee, but since the Friends group has no funds, and is providing a service to the community, it justifies the fee waiver.
- Advertise by word of mouth, and publish a story in the Alfred Sun.
- Bec said to send exactly what Friends want included in the Sun and to be posted on the FB page and she will include it. Mary Jo asked about using the boost on FB, but it seemed more like bots than real people. Eric asked about followers, Connor said about 700.

- Elva said about Boy Scouts doing a flag folding and could be invited; Eric suggested having a flag retirement ceremony. A discussion on merit badges was included.
 - Eric motioned to waive the fee and to support the event; Val seconded; passed unanimously.
- Strawberry festival was a wash out from rain; discussion about how Friends may not fundraise. Explained that Friends can promote levy votes and book challenges, but without being a 501c(3) they cannot fundraise.

Motion to accept report made by Mary Jo; seconded by Eric; passed unanimously.

- Eric said Walmart allows a setup in front to sell tickets; Amber said Alfred Farmers Market will allow ticket sales at a table.

New Business: Elva asked Brian about joining the Board; he said that with the new New York laws about anti-Nepotism, can no longer have family members on the Board and is considered a conflict of interest.

Two resignations: Eric Ewald and Valerie Ewald presented their letters of resignation; Cole made a motion to accept the resignations; Mary Jo seconded; passed unanimously. Eric and Valerie were thanked enthusiastically for their service.

Next meeting will be held on Thursday, August 8 at 6:30 pm.

Motion to adjourn by Cole; seconded by Lee; passed unanimously. Meeting adjourned at 7:59 pm.