

Almond Library Board of Trustees Meeting for April 2025

Thursday, 24 April 2025

FINAL MINUTES (approved at May 2025 mtg)

Present: Elva Owlet, President; Lee Berry, Financial Officer; Cole DiGerlando, Secretary; Bec Cronk, Director of Programs; Philip Schierer, potential board member

Meeting called to order at 6:39 pm

Minutes from March Meeting; *Lee moved to accept; Elva seconded; approved unanimously*

Welcome to Philip Schierer, potential board member. Elva said that Philip will be sworn in at the May meeting.

Director's Reports:

Connor's report is tabled until next month, due to Connor being sick

Bec's ([see attached](#))

- May is staff picks from the stacks; anyone on the staff or board can include book ideas
- Three big events in May to highlight outside programs: Bee Talk on May 3; Painting Candles Craft on May 17; Mushroom Walk on May 31—location for mushroom walk tbd.
- Bec talked with Pat from STLS, who is the IT person, and is touching base with all libraries to see how many computers they have; we have two: Connor's and Bec's, but there is technically a third, a laptop; we pay for Workflows in a cost share program, so need to decide if we want to pay for a third; Cole said that it would be great to have a check out station downstairs; Lee asked about what the overlap was for Adrian, Bec, and Connor—Adrian & Connor basically work the same shift, so there is some overlap; Bec is going to check in with them with questions
- Spring CE is May 9; Lee said he just signed up and a few seats were still open; Philip asked about when it was
- Portal Burn money to be spent; if we are considering a sound system, then Bec asked if someone else who had more tech savvy to look into it; a summer show is an option—tent is \$300, music likely around \$500, so the rest could be used towards food; another murder mystery is an option. Elva likes the idea of a sound system; Bec said the storage of speakers will need to be considered; *Cole made a motion to use Portal Burn money to purchase a sound system, consisting of speakers/mics; Lee seconded; all approved.*
- Construction Aid Grant: intent to apply needs to be to Brian by mid-June; by that date, we would ideally have quotes from all the sectors we need, and Bec will do the paperwork for the historical building. We need the sign, base, post and electric to the sign; landscaping around the sign and around the building, maybe a bench near the tree; driveway (?); outside lighting (?); railing (?); signage for the handicapped elevator;

Quotes need to come from Dan (sign, post and electric)--Elva; sign company--Lee; landscaping company--Bec; probably should do gravel rather than asphalt for the driveway, so can check with landscaping; might get a quote for paving as well (Johnson's)--Bec; Cole recommended Keefer's Concrete and Masonry in Hornell to ask about a quote for the front stairs/railing--Bec

Motion to approve made by Cole, seconded by Lee; all approved

Bookkeeper's Report ([Monthly Budget](#); [Financial Stmt](#))

- Lee sent checks out on Feb. 20, and the handyman didn't receive his, reached out to Bec to ask; Lee will be stopping payment on the missing check; Lee gave him a new check
- Things are going well otherwise; discussion on what reports are generated by the bookkeeper
- Cole shared that she spoke to Melanie at Alfred BoB, who is also looking into an audit, that the office in Olean quoted her \$5000 for a full audit

Motion to approve made by Cole, seconded by Elva; all approved

Friends Report:

- Murder Mystery for next year: needs 4 more bottles of wine; rehearsal; looking into mics
- Amber is working on completing a Little Free Library on the South Side of Alfred to promote books and libraries

Old Business

New Business

Oven is getting fixed soon; it needs two condensers.

New address is 7676 Main Street; apparently the whole village is being renumbered

Library will be closed on May 9 for the Spring CE

Bec, Lee, Adrian, and Linda have all done the Sexual Harassment Training; Connor still needs to take it (but has been sick)

Motion to go into Executive Session made by Cole, seconded by Lee; all approved.

Action: Cole made a motion to allocate a \$.50 raise to each of the directors; Lee seconded; all approved

Motion to go back to regular meeting made by Lee, seconded by Cole; all approved.

May meeting to be held on May 29 at 6:30 pm

Cole made motion to adjourn; Lee seconded; all approved ended at 8:26 pm