

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, August 10, 2021

Present: President Roger Tompkins, Director Sally Murphy, Sam Pennise, Carrie Crane, Marsha Watson, Mary Jo Hanna, Mike Page, Nancy Wightman, Linda Carl, Erin Kellogg.

Absent: Ruth Barry

Meeting Called to Order: President Tompkins opened the meeting at 6:07 P.M.

Minutes Approval: Trustee Carl made, and Trustee Watson seconded, a motion to accept the July minutes. All approved.

Director Murphy's Report:

Director Murphy reported that Summer Reading had about 200 participants and it went very well. She also informed the board of upcoming grants and that circulation is back up to where we were in 2019.

Director Murphy asked the board on how we would like to proceed with mask requirements as the Covid climate is shifting again. The board was in agreement to wait for NYS guidance on mask mandates.

Treasurer Report:

Trustee Page reported that YTD is favorable in revenue and that he is working with Debbie on a few expense related items.

Technology Report:

Trustee Pennise reported that everything is running as it should with no new developments.

Fundraising Report:

Trustee Crane reported that 340 Annual Appeal letters were sent out in July and YTD totals are \$5,270 from 61 donors (18%). The 2019 end of year totals were \$9,630 and 2020 end of year totals were \$9,920 (32%) from 330 letters. It was recommended to track the percentage of donations and mailing data.

Used Book Room Report:

Trustee Watson reported that the Ebay sales for July were \$273.92 and the Saturday book sales were \$732.50. The monthly total for July is \$997.42. The year to date sales for 2021 are \$6,665.95. Trustee Watson mentioned that it would be appreciated that if anyone is available to help during the book sale to stop in and cleanup is scheduled for the following Monday.

Buildings & Grounds Report:

Trustee Pennise reported that there was a little bit of clean up from the wind and Mr. Ritter is postponed in work due to lack of workers but hopes to get back on track soon. Trustee Pennise will contact Karen to discuss maintaining the garden beds.

Director Murphy added that Clean and Green has completed the outside of the building and will be doing the inside soon and Fellows Blacktop will be coming in September.

Memorials Report:

Trustee Carl reported that memorials for July were \$780 and YTD is \$13,355.40.

Old Business:

- *Memorial Tribute to Katherine Meade:* The Committee met with Dexter and Bud Meade on the first draft of the memorial. The Committee will continue to work with Dexter and the Meade family and things are moving forward.
- *Longest Table:* Trustee Watson reported that planning is going well. She notified the board that there will be a little more expense this year as they want the event to have more personalized details and favor bags. The committee is excited to show the community we are back and want to make this event a little more special than prior years.

Trustee Watson reminded the board to drop off 3 bottles of wine at a minimum of \$10 each. The committee will also email out the sponsorship forms for any board member who knows an individual or businesses that might like to be a sponsor.

The Longest Table flyer has been posted on Facebook and Director Murphy will distribute some of the flyers to local residents.

New Business:

- *Board Vacancy:* The board has a current vacancy and will be expecting another vacancy at the end of the year. Trustee Watson recommended considering Travis Raab as another Wayne representative as he knows the library and has worked for the library. Many of the board members know Travis and can vouch for his character and work ethic at the library. In addition, the board discussed other community members who have expressed prior interest. Trustee Wightman opened discussion about considering a student representative position to the board.

Trustee Watson motioned to have Travis Raab fill the current vacancy on the board, Trustee Hanna seconded, all approved.

Next Meeting Date: September 14, at 6 PM

Adjournment: Trustee Crane moved to adjourn, seconded by Trustee Wightman. All approved and the Chairman adjourned the meeting at 7:13 PM.

*Respectfully Submitted,
Carrie Crane*