

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, August 9, 2022

Present: Director Sally Murphy, Travis Raab, Mary Jo Hanna, Jerine Faber, Marsha Watson, Carrie Crane, Suzanne Curran, Nancy Wightman, Ruth Barry, Mike Page, Via Zoom: President Tompkins, Erin Kellogg

Absent:

Meeting Called to Order: President Tompkins opened the meeting at 6:02 P.M.

Minutes Approval: Trustee Faber made, and Trustee Wightman seconded, a motion to accept the July minutes with the following corrections: Board members do not need to contribute \$100 for a basket raffle for this year's longest table. All approved.

Director Murphy's Report:

Director Murphy shared that the summer reading program hosted over 30 programs that had 60 signups and over 150 participants.

She also shared that the library has been approved for the Air Conditioning Grant and is now awaiting approval from NYS.

Treasurer Report:

Trustee Page reviewed the July YTD financials and we are within our projected budget.

Technology Report:

Trustee Raab shared that some internet issues have been resolved and updates are on their way.

Fundraising Report:

Trustee Crane reported that the YTD for 2022 is \$4,010. Out of the 315 letters mailed, 48 have submitted a donation which is a 15% return. Last year at this time we had \$5,270 from 61 donors (18%).

Used Book Room Report:

Trustee Watson reported that the Ebay sales for July were \$427.77 and the Saturday book sales were \$967.50. The monthly total for July is \$1395.27. The year to date sales are \$5,547.27. The booksale in August needs to have some help and Trustee Watson asked the board members to sign up for a time.

Buildings & Grounds Report:

Trustee Watson reported that the exterior of the library was power washed and the windows inside and out were cleaned. The gazebo was also washed and stained. The Board discussed a noise complaint from the power washing that occurred at 8:00 AM on the Sunday morning.

The handrails and book drop frames have been removed by Mercury and will be sandblasted and repainted.

The area surrounding the memorial should be completed by the end of the week. The date of the tribute will be October 15, 2022.

Memorials Report:

Trustee Curran reported that there were \$80 in memorials for July and the YTD is \$6,356.66.

Old Business:

- *Katherine Meade Memorial Tribute:* Trustee Watson and Trustee Hanna updated the board on its progress and new reveal date of October 15th. They shared how pleased they were with working with all the individuals and the contributions they have made to the project.
- *Longest Table:* Trustee Faber updated the board on the planning of the Longest Table event and reminded the board to bring in their wine donations and to solidify table numbers.

New Business:

- *Deposit Box:* Trustee Page shared that he has the deposit box key and discussed what is in the box.
- *T-shirts:* Trustee Crane brought a t-shirt idea to the board and it was discussed to have the t-shirts available for the longest table event. Trustee Crane will work with Trustee Rabb to design an image and look into getting shirts made. The ARC of Steuben was brought up as an option and Trustee Wightman suggested we speak with her to see about how many of each size we should order.

Trustee Barry motions for Trustee Crane to move forward with t-shirts, Trustee Watson seconded, all approved.

Next Meeting Date: September 13, 2022 at 6 PM

Adjournment: Trustee Barry moved to adjourn, seconded by Trustee Rabb. All approved and the Chairman adjourned the meeting at 7:04 PM.

Respectfully Submitted,
Carrie Crane