

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, July 9, 2024

Present: President Tompkins, Carrie Crane, Suzanne Curran, Scott Reinhart, Marsha Watson, Jeniffer Taylor, Nancy Wightman, Stephen Butchko, Mary Jo Hanna, Jerine Faber, Ruth Barry

Absent: Director Sally Murphy

Minutes Approval: Trustee Reinhart made, and Trustee Butchko seconded, a motion to accept the June meeting minutes, all approved. It was noted to spell out acronyms moving forward.

Director Murphy's Report: President Tompkins talked with other library staff to see if they had anything they wanted to bring up in our board meeting and they reported that everything seems to be running smoothly with Director Murphy on maternity leave.

Treasurer Report: None

Technology Report:

President Tompkins reviewed our last meeting notes for technology.

Fundraising Report:

Trustee Crane reported that the year to date (YTD) is \$1,975 from 7 donors. The annual appeal letter will go later this week and the mailing list has been updated. We will be mailing out 206 letters this year compared to 460 letters last year. Those who have not donated in the past 4-5 years were removed from the list. It was brought up to potentially send out the letter again and/or to send it to those who were removed depending on where we end. There was a question about the budget for this fundraiser and it was thought that it came out of the office line item.

Used Book Room Report:

Trustee Curran reported that the Ebay sales for June were \$438 and the Saturday book sales were \$990.50. The monthly total for June is \$1,428.50 and the YTD is \$6,560.25. She suggested that we be proactive in supporting the role that Nancy plays with the bookroom.

Buildings & Grounds Report:

Trustee Reinhart shared that he is working on a five year plan and would like to have a small committee work together on it. Immediate issues are the lights upstairs that are going out one by one and he is working to replace those. The tree by the gazebo and tree outfront needs to be trimmed. Trustee Butchko discussed appraising the artwork in the building.

Memorials Report:

Trustee Curran reported that there was \$216 in memorials for June and the YTD is \$3,616.

Old Business:

- *Treasurer update:* President Tompkins reported that he and Trustee Wightman redefined the job description and created flyers to hand out. One resume has come in and the deadline for submissions is set for July 27th.
- *Longest Table Report:* Trustee Watson shared the Longest Table flier and asked each table head to collect the money instead of each table member sending it in. She discussed the sponsorships and asked those with connections to reach out. Trustee Crane will help create the sponsorship form.

New Business:

- *By-Laws update:* Trustee Curran shared that the committee is in the beginning of updating the bylaws.

Other: None

Next Meeting Date: August 13, 2024 at 6:00

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

*Respectfully Submitted,
Carrie Crane*