

# **Fred & Harriett Taylor Memorial Library Board of Trustees Meeting**

**Tuesday, June 11, 2024**

**Present:** President Tompkins, Director Sally Murphy, Carrie Crane, Suzanne Curran, Ruth Barry, Scott Reinhart, Marsha Watson, Jeniffer Taylor, Nancy Wightman, Stephen Butchko

**Absent:** Mary Jo Hanna, Jerine Faber

**Minutes Approval:** Trustee Watson made, and Trustee Reinhart seconded, a motion to accept the May meeting minutes, all approved.

## **Director Murphy's Report:**

Director Murphy informed the board on the status of Summer Reading sign ups and provided an overview of the volunteer luncheon, student scholarships, and student art show.

The library has purchased two Empire Passes for circulation which will allow patrons into any NYS park for free. They will be available as one week check outs. The board members discussed asking the local museums if they could do free or reduced passes.

Director Murphy reported that staff is ready and prepared for her maternity leave.

## **Treasurer Report:**

President Tompkins presented the YTD financials that were reviewed and prepared by Doug Malone. The YTD revenue is favorable to the budget by \$2,673 as well as the YTD expenses by \$22,171. It was recommended to use the PPL loan that is in the FHFCU to help offset any deficit for the 2024 year. Mr. Malone offered to discuss and report further and tie up any loose ends.

Trustee Wightman made, and Trustee Curran seconded, a motion to accept the treasurer's report, all approved.

## **Technology Report:**

STLS met with Director Murphy about the computers and they run on a three year contract. They suggested that we phase in our computers to aid in the cost and said that they can be added at any time. The contract would be about \$4,500 for a three year term. It was recommended to table the contract for the summer, but to replace the two staff computers that were recommended to replace.

Trustee Watson made, and Trustee Wightman seconded, a motion to replace the two staff computers, all approved.

Trustee Watson made, and Trustee Wightman seconded, a motion to table the computer contract with STLS till the fall, all approved.

### **Fundraising Report:**

Trustee Crane reported that the YTD is \$1,975 from 7 donors. The annual appeal letter will go out after the 4th of July.

### **Used Book Room Report:**

Trustee Curran reported that the Ebay sales for May were \$124.65 and the Saturday book sales were \$354. The monthly total for May is \$478.65 and the YTD is \$5,131.75.

### **Buildings & Grounds Report:**

It was recommended that Trustee Reinhart be the new Buildings and Grounds Chairperson. Trustee Watson worked with Trustee Reinhart to familiarize him with the buildings and grounds work. The lights were a topic of discussion as they are still in the process of being converted to LED's. The board discussed possible grants and funding for their replacement as well as viewing the energy assessment that was completed years ago.

Trustee Butchko made, and Trustee Barry seconded, a motion to approve Trustee Reinhart as the new Buildings and Grounds Chairperson, all approved.

### **Memorials Report:**

Trustee Curran reported that there was \$100 in memorials for May and the YTD is \$3,400.

### **Old Business:**

- *Approve Treasurer Job Description:* President Tompkins presented the job description for the Library Treasurer position. It was suggested that we do a short term contract while we await Civil Service approval of the application as this is an immediate need.

Trustee Wightman made, and Trustee Crane seconded, a motion to accept the treasure job description as presented, all approved.

Trustee Wightman made, and Trustee Crane motioned to proceed with posting the position locally (website and socials), all approved.

**New Business:** none

### **Other:**

- *Remembrance for Linda Carl:* The board would like to dedicate a book of Scottish Fairytales and a program that the Orchestra of the Southern Finger Lakes will be doing

over the summer in her honor. Linda was fond of children's books and programs and the board would like to recognize that.

**Next Meeting Date:** July 9 at 6:00

**Adjournment:** Trustee Wightman moved to adjourn, seconded by Trustee Barry. All approved and the Chairman adjourned the meeting at 7:16 PM.

*Respectfully Submitted,  
Carrie Crane*