

Fred & Harriett Taylor Memorial Library Board of Trustees Meeting

Tuesday, September 10, 2024

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

Absent:

Minutes Approval: Trustee Butchko made, and Trustee Reinhart seconded, a motion to accept the August meeting minutes, all approved.

Director Murphy's Report: Director Murphy shared that the Summer Reading program went well and updated the board on upcoming classes and grants received (Taylor, Tyrtle Beach, and the mini yoga grant).

Delaney will be stepping down at the end of the year for Little Bookworms and Director Murphy is already looking into a replacement. A new cleansing staff has been hired, as the previous cleaners were no longer able to continue.

Director Murphy shared that Lynne Mason would like to retire at the end of the year, but would like to remain a sub. She shared her thoughts on a replacement.

Lastly, she shared that she will be officially back in the office on September 23rd and will be using her FMLA on Fridays.

Treasurer Report: President Tompkins shared that Brynn Voigt has been hired as the new Treasurer and will start on September 14th. She was hired at \$30/hr.

Technology Report:

President Tompkins updated the board on the Southern Tier Library System computer contract. It was discussed to restrict user access to Debs computer as that computer contains the financials.

Fundraising Report:

Trustee Crane reported that the year to date (YTD) is \$7,370 from 66 donors, a 32 percent return. Last year at this time we were around \$6,705 from 65 donors.

Used Book Room Report:

Trustee Curran reported that the Ebay sales for August were \$181.37 and the Saturday book sales were \$800.19. The annual summer book sale totaled \$5,2095.95. The monthly total for August is \$6,296.32 and the YTD is \$14,482.07.

Trustee Curran shared that she is going to start using a recycling service through Christopher Klee that is free of charge to pick up books that need to be discarded. This service will weigh the books and write the library a check with a percent of the profit.

Buildings & Grounds Report:

Trustee Reinhart shared that he met with Deb to review the expenses that have gone towards the buildings and ground thus far. They estimated that \$11,000 has been spent this year that falls into that category. This will be taken into consideration when building the 2025 budget line items for buildings and grounds.

Memorials Report:

Trustee Curran reported that there were no memorials for August and the YTD is \$3,616.

Old Business:

- *Longest Table Report:* Trustee Watson updated the board on the Longest Table. There are approximately 153 people attending.
- *By-Laws update:* The board discussed approving Steve Butchko as the Finance Chair.

Trustee Wightman motioned to designate Steve Butchko as the finance Chair, Trustee Watson seconded. all approved.

New Business:

- *Signatory Authority:* President Tompkins shared that the current authorized signatories for the Five Star Bank account are himself, Mike Page, and Marsha Watson and that he would like to remove Marsha Watson and Mike Page. Trustee Wightman suggested that we authorize our signatories to always be the President, Financial Chair, and another board member approved by the board. The board was in agreement that Suzanne Curran be the approved board member. As of this meeting on September 10, 2024, the signatories would be as follows: Roger Tompkins (President), Steve Butchko (Financial Chair), Suzanne Curran (board member approved).

Trustee Wightman motioned that the signatories on the Five Star account will be the President of the Board, the Finance Chair, and a board member to be approved by the Board, Scott Reinhart seconded, all approved.

Trustee Wightman motioned that the signatories on the Nesbitt Financial accounts be the President of the Board, Finance Chair, and a board member to be approved by the Board, Scott Reinhart seconded, all approved.

- *EV Station in Parking Lot:* President Tompkins wanted the board's thoughts about adding an EV station as a service to the community and as more information becomes available they will continue discussions.

Other: None

Next Meeting Date: October 8, 2024 at 6:00

Adjournment: Trustee Barry moved to adjourn, seconded by Trustee Wightman. All approved and the Chairman adjourned the meeting at 7:28 PM.

*Respectfully Submitted,
Carrie Crane*