

POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes December 19, 2023

	Status		Status		Status
(19) Jackie Schnurr (JS)	Present	(22) Mary Owen (MO)	Present	(23) Jerry Germano-Yaw (JG)	Present
(19) Anna Krieger (AK)	Present	(22) Martyn Beeny (MB)	P - Resigned	(23) Jessica Hess (JH)	Not Present
(16) Bonnie Thomas (BT)	Present				
		Lori Cochran (LC)	Present		

December meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 6:07 PM by JS, following executive session.

Meeting time change to December agenda; November minutes approved.

Treasurer’s Report: AK - ML main account: 11/30 - \$298,917.02, 10/31 - \$375,148.97; managed fund: 11/30 - \$320,907.51, 10/31 - \$208,901.20; Donations, etc. coming in to Groton Bank account.

Director’s Report: LC Written report for November handed out (attached). Sarah Crossgrove interested in starting a “Friends” group for library; discussed setting up Venmo account for payment of copy and other fees for library services; referenced the daily visitor tally data, and suggested that winter and summer hours stay at 12-6 for Monday and Wednesday year-round, with Saturday hours: 9-12; “Advocacy Day” for libraries coming up soon; Insurance issue follow-up: advised that library still has coverage – it is just a change of language in the policy; library to purchase reader for audio materials; MO – can we have a dedicated space on entrance bulletin board specifically for library news?

Business:

- *Policy Committee Report – Review/Approval of Fiscal Policy* JS change language regarding monies coming from Moravia Central School district to more clearly reflect that the money comes from the taxpayers of the district, not from the school. (The school is just the vehicle to hold the library tax levy vote at the same time as the school tax levy vote; one has nothing to do with the other.) Other changes: add Town of Sempronius to revenue sources; make changes to budget calendar in policy. Policy unanimously approved with changes.
- *Approval of the budget* Google spreadsheet had been shared with trustees – no final figures available for year 2022; LC to check with Colin Cahill about filling in final figures for 2022 and 2023 year-end, and check on sick time/PTO law for NYS. Budget completed with LC salary figure from executive session – unanimous approval.
- *Plumbing/lighting update* LC Mathers Electric started project, which has stalled; LC to make other calls to get project completed; Plumbing in restrooms – touchless faucets spray everywhere, and water is always cold – remove and reinstall regular faucets.
- *Any new board members?* LC Scott Powers application passed around – nomination approved. Doug Langtry is another possibility.
- *Open discussion* Re: marketing the library: how to get more visibility for the library? Suggestions: email blasts / newsletter / different social media platforms / use new yard sign.

Next Meeting Annual & Re-Organizational: January 16, 2024, 5:30 PM **Adjournment:** 7:07 PM

Minutes respectfully submitted by: Bonnie Thomas

Powers Library Director's Report
For
November 2023

Highlights for November:

- Meeting spaces were used by: CAP/Health Navigator, Knitter's Club, Garden Club, Thrive By Five, Speech Therapy, Tutors, and Patrons
- Energy audit on September 26th – still no report
- The Great Give Back: collection of non-perishables and toiletries for the Moravia Hope Pantry and Drink mix, puzzle books, and other misc. items for Stocking for Soldiers - Methodist Church.
- Met with Policy Committee & Tech Committee

Personnel:

- Megan has inputted statistics into Patron Visits spreadsheet.
- Have surveyed staff and looked at the stats, have some recommendations for changes to the hours

Data:

- New patrons November 2023: 6 November 2022: 5
- Circulation: November 2023: 1621 items November 2022: 1260 items (eContent excluded)
- Continued usage of our computers in addition to our Wi-Fi, faxing and copying is increased.
- Library spaces for group usage has increased.
- Story Hour and Craft time is well attended. A lot of parent participation.

Events/Upcoming Goals:

- Applying for grants ongoing (for Outreach, Technology, Programs, lighting and other bricks & mortar projects)
- Collections audit (Diversity, Equity and Inclusion) continues and weeding of worn and uncirculated items in general up until Jan 1st. The weeding ceases to allow for accurate reports for Annual Report
- Outreach to local homebound patrons continues
- Pop-Up Book Sales in Basement for December for Christmas in Moravia and our Santa & Mrs. Claus visit on Dec. 9th
- December 9th Santa & Mrs. Claus (Merry Mischief) Music, Stories and Photo Ops
- Annual Report time coming soon !
- Planning for Solar Eclipse and Summer Reading
- Covid Test kits will be available.

Lori Cochran, Director of Powers Library