

POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes June 18, 2024

	Status		Status		Status
(22) Mary Owen (MO)	Present	(19) Anna Krieger (AK)	Present	(23) Jerry Germano-Yaw (JG)	Present
(19) Jackie Schnurr (JS)	Present	(16) Bonnie Thomas (BT)	Present	(23) Jessica Hess (JH)	Present
		Lori Cochran (LC)	Present	(24) Scott Powers (SP)	Present

June meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 5:30 PM by MO. June agenda approved with changes; May minutes approved. Beth Doolittle in attendance representing the Friends of Powers Library group.

Treasurer’s Report: AK – Groton Bank account: \$66,440.59; ML regular account: 5/31/2024 - \$313,470.77, 4/30/2024 - \$294,230.99; managed fund: 5/31/2024 - \$363,879.07, 4/30/2024 - \$354,589.34; SP discussed roof repairs: 6 companies contacted for bids, inspection done inside and out, no inside (rafter) damage, no new roof needed, clean-up and repairs only: old building roof needs some slate replaced, commercial gutters and downspouts installed, paint and clean-up when repairs are done - \$17,500; addition roof has a 50-year warranty on shingles – shingles are fine, just need to be cleaned up / reattached - \$4,500; SP made motion to accept bid from Statewide Roofing, LLC for repairs, JG seconded the motion, unanimously approved. Discussion regarding NY Forward grant: Powers awarded up to \$90,000 for outdoor space renovation; 80/20 match for the grant - library obligation would be up to \$22,000. AK made motion to access up to \$75,000 from ML account to cover roof repair and NY Forward portion, MO seconded, passed. Drew (ML) called in to conference on this subject; briefly went over Powers accounts, will come up with strategy to withdraw funds and email AK (perhaps sell shares of Sysco and Disney), 2 day turn-around on sell request.

Old Business - NA

New Business

- *Discussion with Merrill Lynch on Drawing funds from Endowment for Capital Projects:* see Treasurer’s Report.
- *Friends of Powers Library:* Beth Doolittle announced that Friends group is now officially an incorporated non-profit; they would like a new book drop to be their first project, with the old book drop to be refurbished and used for book donations from the public; discussed shed on library property for possible storage of books; LC requested to be notified of future book sale dates; group has Facebook page.
- *Director’s Report:* LC Written report for May (attached); LC to meet with tree trimmer regarding trees beside parking lot; meeting with electrician coming soon; memorials: Langtry - \$625 to date designated for large-print books, Marty Pilat memorials earmarked for landscaping; Perform 4 Purpose donation coming; outside book donations to be collected at Friends upcoming book sale; JH asked about checking on contractors’ insurance certificates before they start working on upcoming projects; FLX library road trip starting July 1st; Mahjong Monday meeting through summer; summer reading and other programming preparations have begun; JH asked: can library help with the problem of summer food for kids – school not doing summer reading leaves area kids without access to food; Beth Doolittle suggested using Route 20 facebook page for notification if library becomes pickup location.

- *NY Forward Grant Approved – Next steps:* No information yet.
- *Committee Reports*
 - *Buildings & Grounds* MO/SP/JH on committee: see Treasurer’s Report.
 - *Finance* AK/JG/BT on committee: JG attended Budget and Finance webinar; to send copies of powerpoint to Finance committee.
 - *Fundraising & Events* JH/SP on committee: LC and JH to meet regarding community report and ask letter.
 - *Personnel* JS/AK on committee: No report
 - *Services* MO/BT on committee:
 - *Policies for review/approval: Record Retention Policy* MO sent out policy by email; BT went over changes; Records Committee consists of board officers and director to meet annually in October to review records list and actual records; JH made motion to approve policy, JS seconded, board unanimously approved.
 - *Board signoffs on Whistle-Blower Policy* MO policy previously approved; trustee acknowledgement pages passed out and signed; MO discussed new policies to come regarding financial controls.
 - *Technology* JS/MO/SP on committee: MO Eric from FLLS aided with getting content on library website.
- *Library Road Trip Prep:* LC discussed in Director’s Report.
- *Board Self-Evaluation Discussion* MO tabled to July meeting.
- *Trustee Recruitment – Review new applicant?* LC no new applications submitted.
- *Trustee/Director Training & CEUs:* MO 6/20 How to Reach Outlying Community 11-12

Monitoring

- *Updates on Narcan; Library news Bulletin Board* None.

Next Meeting: July 16, 2024, 5:30 PM

Adjournment: 6:36 PM

Minutes respectfully submitted by: Bonnie Thomas

Powers Library
Director Report
For May 2024

Highlights for May:

- Meeting spaces were used by: CAP/Health Navigator, Book Club, Garden Club, Friends of Powers Library, Tutors, and Patrons
- Director Proctored a final exam on May 2nd for a local college student.
- Planning for Summer Reading 2024 Adventure Begins at your Library
- Director vacation May 12th –May 27th- Anna Krieger retrieved, coded, and submitted bills to the accountants in my absence.
- Roofing estimates
- May 15th- Lego Club wrapped up for the year, Pizza Party and Ultimate Builds presented. On display until June 17th
- Moravia Gives Back May 20th-students weeded and picked up debris around the library grounds.

Data:

- New patrons May 2023: 11 May 2024: 15
- Circulation: May 2023: 1563 items May 2024: 1642 items (eContent excluded)
- We continue to see an increase in usage of our computers in addition to our Wi-Fi

Grants:

- NY Forward
- NYS Construction Grant
- Columbian Foundation-will be communicating with the New Managing Director: John Latanyshyn regarding our NY Forward and NYS Construction Grant to see how they may be able to assist us in our endeavors.
- Memorial for Donald Langtry, Sr. funds to be used for Large Print Books

Events/Upcoming Goals:

- Seek and apply for grants ongoing
- FLX Road Trip (begins July 1)
- Outreach to local homebound patron continues
- Summer Reading wrap-up August 21st 2024 (Party –TBD)
- Mahjong Monday beginning June 17th, 6-7:30-no library services available currently during this time.
- Cayuga County Health department received a grant to supply libraries and other locations with free Tick Removal Kits...I am also scheduling some free programming for the summer with them regarding various topics. Deborah Pickering was interested in our outdoor project, they may be of assistance to us.
- Interest list for a “Mommy & Me” summer group (babies-toddlers)
- Elementary Class visits (1st & 2nd Graders) June 10th & 12th