

POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes July 16, 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)	Not Present

July meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 5:29 PM by MO. July agenda and June minutes approved. Kathy Hovis in attendance representing FOPL.

Treasurer’s Report: AK – ML regular account: 6/28/2024 - \$328,285.79, 5/31/2024 - \$313,470.77; managed fund: 6/28/2024 - \$365,957.12, 5/31/2024 - \$363,879.07; discussion of financial reports from accountants AK had emailed to board.

Old Business

- *Update status re: withdrawing funds from endowment for Capital Projects (\$75,000):* MO – withdraw money as needed due to quick turn-around of fund request.
- *NY Forward Grant Approved – Next steps:* MO – no news; AK suggested paying small bills as they come in from Groton Bank account; this strategy allows funds stay in ML account longer, then Groton account reimbursed with ML funds.
- *Trustee Recruitment:* MO/LC – nothing new to report; place ad in Shopper? JS suggested to try “free” advertising first: social media, sign on front door.

New Business

- *Director’s Report:* LC Written report for June (attached); LC attended Moravia Garden Club meeting regarding updating landscape / outdoor spaces; meeting with Sarah G from FLLS on construction grant; \$2000 came in from the Emerson Foundation; memorials: Don Langtry - \$625 to date designated for large-print books, and memorial bench has been installed, Marty Pilat memorials - \$700 to date - earmarked for landscaping; Summer reading begins 7/31, events for August: Paint & Snack, and Jeff the Magic Man; FLX library road trip – one person has completed the whole trail so far; FLLS had visit from NYS Department of Labor, and have compiled a handbook for member libraries to ensure compliance regarding employee safety, etc.; appointment has been made for tree next door to be cut down, more tree work to come.
- *Friends of Powers Library, Inc.:* Kathy Hovis – book sales scheduled, more members have signed up; MO – Memorandum of Understanding (MOU) revised, JS made motion for MO to sign agreement, JH seconded, all approved; Board agreed there should be a link to the FOPL website on the Powers Library website; LC made space in foyer for FOPL flyers, etc., JG to attend next Friends meeting.
- *Committee Reports*
 - *Buildings & Grounds* MO/SP/JH on committee: SP not available to verify if date is secured for roof work; Electrician: 5 calls made / not all submitted bids, bid amount subject to change after 30 days, MO made motion to accept bid from Paul Mantey, JS seconded, all approved.

- *Finance* AK/JG/BT on committee: No report.
- *Fundraising & Events* JH/SP on committee: MO – discussion point: should board create a stable fund rather than fundraising all the time; Fillmore Glen Car Show: board members and FOPL agreed to help sell 50/50 tickets, Josh Marnell is organizing sellers this year, Car Show has always been very generous to library.
- *Personnel* JS/AK on committee: Director evaluation completed in June.
- *Services* MO/BT on committee:
 - *Policies for review/approval: None:* MO policies have been added to website, internal policies to be removed; LC to purchase shredder in preparation of Records Committee meeting in October; LC to set up training with Moravia Fire Chief Jason Withers to review emergency procedures.
- *Technology* JS/MO/SP on committee: No report.
- *Board Self-Evaluation Discussion* MO Analysis of Board Self-Assessment handed out; Areas for Improvement Point 1: Report to Community to be part of “ask” letter, publish in September; Point 2, 3: changes have been made, improvement seen; after September book sale (Friends) all books will be out of the basement, freeing up space for other uses.
- *Trustee/Director Training & CEUs:* MO 8/22 How to Reach Outlying Community 11-12
- *Other:* After discussion, August meeting canceled, next meeting September 17, 2024.

Monitoring

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

Next Meeting: September 17, 2024, 5:30 PM

Adjournment: 6:42 PM

Minutes respectfully submitted by: Bonnie Thomas

Powers Library Director's Report
For
June 2024

Highlights for June:

- Meeting spaces were used by: CAP/Health Navigator, Book Club, Knitters and Patrons
- Programming has been set up for Summer Reading Program (SRP)
- Planning for Toddler Time and Preschool Hour(SRP)
- First and Second Grade Classes from Millard Fillmore toured the Library
- Friends of Powers Library is official, first Book Sale June 22nd
- Mahjong Monday (after hours this summer)
- Committee Meetings: Tech., Services, Personnel and Bldgs. & Grounds
- Bud Manzari marked the library property. It was determined the tamarack trees belong to the neighbors north of the library. Library is responsible for trimming overhanging branches of the those trees.

Personnel:

- Will be setting up an Emergency/Evacuation drill for Library Staff.

Data:

- New patrons June 2023: 15 June 2024: 23
- Circulation: May 2023: 1516 items May 2024: 1692 (eContent excluded)
- Continued increase in usage of our computers in addition to our Wi-Fi

Grants:

- Received an Unrestricted Grant (\$2,000) from the Emerson Foundation (July 16, 2024)
- Estimates for Construction Projects. Meeting in July with Sarah Glogowski FLLS to work on the NYS Construction Grant application.
- Memorials: Donald Langtry, Sr. \$625 (Large Type Books). Martin Pilat \$700 (Landscape)

Events/Upcoming Goals:

- Seek and apply for grants ongoing
- FLX Road Trip begins July 1 through August 31st. Libraries throughout FLLS are being visited and many great comments have been shared. As of July 11th, one person has visited all 33 of our libraries.
- Outreach to local homebound patron
- Summer Reading begins July 31st, book journal decorating, rock painting for Spidey.
Aug. 7 Paint & Snack with Sheila Hatfield, August 14th Jeff the Magic Man's Jungle Adventure. August 21 Summer Reading Wrap-Up Party & Games
- The Langtry Family has purchased a Memorial Bench for Donald Langtry, Sr. They purchased it from PollyProducts.com 1-800-609-2243
- Neighbors north of library will be having the dead tamarack tree cut down.
- Toddler Time (SRP) for 1-2 year olds meets Fridays 10am
- Preschool Hour (SRP) for 3-4 yrs. old meets Wednesdays 1pm