

# POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes      September 17, 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 |

September meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 5:30 PM by MO.

No changes or additions to September agenda or July minutes.

Sarah Crossgrove in attendance representing FOPL.

**Treasurer’s Report:** AK – MO asked that ML accounts be specified in minutes as **endowment** funds going forward; ML endowment funds: regular account: 8/30/2024 - \$350,489.82, 7/31/2024 - \$336,838.81, 6/28/2024 - \$328,285.79; managed fund: 8/30/2024 - \$390,740.47, 7/31/2024 - \$382,429.24, 6/28/2024 - \$365,957.12; Groton account balance: August - \$54,809.17, September - \$45,002.43; Finance committee to meet with accountant September 30 to begin 2025 budget prep.

## Old Business

- *NY Forward Grant – Wishlist:* MO – had emailed ideas/wishlist, any other items or ideas for grant, make known to LC/MO; FOPL was asked to look at list and contribute ideas.
- *Trustee Recruitment – Poster & Application completed:* MO/LC – Poster to be put on website.
- *E-mail voting items –* MO made the following motion by email: “*The Powers Library Board of Trustees submit an application for the State Aid for Library Construction Projects (FY 2024-2025). Further, our Board agrees that that construction aid award will be administered in accordance with the requirements of Education Law 273-a.*” and requested acknowledgement from trustees that they had read the regulations, and to also vote yes or no – all acknowledged and voted yes; MO emailed board to approve bid for sealcoating the library parking lot – approved.

## New Business

- *Director’s Report:* LC Written report for July & August (attached); LC lift inspection, masonry repairs scheduled, roof work to begin late September; Story Hour restarting in October; LC checking into purchase options for new book return (see FOPL below), installation (with concrete base) won’t be until spring because of new outdoor space plans; annual campaign letter draft completed; library drop-off location for Great Give-Back and Stockings for Soldiers; State Construction Grant completed.
- *Friends of Powers Library, Inc.:* Sarah Crossgrove – 3<sup>rd</sup> (final) book sale on 9/21, book storage space for this winter at Community Bank, collecting book donations; planning for wreath decorating contest in November and Powers Library 145<sup>th</sup> anniversary event(s) in 2025; \$5000 received towards new book return from Howard Hartnett Fund; Friends/Powers merchandise such as tote bags – maybe work out fundraising aspect with Glenview Graphics? Friends meeting time moved to 6PM.

- *Committee Reports*
  - *Buildings & Grounds – Refuge in place determined?* MO/SP/JH on committee: SP – emergency refuge area on 2<sup>nd</sup> floor discussed; lighting, interior electrical work done, will check on date for start of roof work; committee working on month/year calendar view type schedule for maintenance, including vendors and contact info; building water shut-off valve located; picnic tables on order.
  - *Finance – NYS Tax Levy Report* AK/JG/BT on committee: AK – Report form not yet received, but expected soon.
  - *Fundraising & Events* JH/SP on committee: JH – draft for letter completed, date for stuffing envelopes to come, sending out to targeted list because of high cost of postage, tentatively sending out in October.
  - *Personnel* JS/AK on committee: No report.
  - *Services* MO/BT on committee:
    - *Policies for review/approval: None:* MO – Privacy policy for October; will send out info on use of library building/grounds outside of business hours.
  - *Technology* JS/MO/SP on committee: No report.
- *Library Road Trip – AK:* completed almost all visits, libraries are so varied, LC commented on all the visitors that stopped in to Powers.
- *Select Nominating Committee for 2025 Board Officers:* MO for future planning.
- *Annual Report (to Community)* see Fundraising above, in development as part of letter.
- *Trustee/Director Training & CEUs:* MO – 2 hours required by each trustee, not including Sexual Harrassment training.

## Monitoring

- *Updates on Narcan; Library news Bulletin Board – Defer or Continue?* No report.

**Next Meeting:** October 15, 2024, 5:30 PM

**Adjournment:** 6:28 PM

Minutes respectfully submitted by: Bonnie Thomas

Powers Library Director's Report  
For  
July & August 2024

Highlights for July-August:

- Meeting spaces were used by: CAP/Health Navigator, Mahjong, Garden Club, and Patrons
- Planning for 2024-25 school year. (Story Hour & Craft, Lego Club)
- Summer Reading participants enjoyed crafts, stories, games and pizza party and bike safety. Participants received a free helmet. Jeff the Magic Man and Paint & Snack with Mrs. Hatfield drew in additional participation.
- Outreach to homebound patrons.
- FLX Roadtrip: Final statistics coming soon.
- Panic bar installed on basement door
- Electrical work-completed as of 9/11/2024
- Estimates for sealcoating, masonry and tree service.

Personnel:

- Kendra is conducting Mahjong on Mondays, but will move to Wednesday beginning October 17<sup>th</sup>
- Ann will be doing storyhour and lego club
- Megan focuses on cataloguing

Data:

- New patrons July 2023: 20 July 2024: 23
- New patrons August 2023: 14 August 2024: 17
- Circulation: July 2023: 1503 items July 2024: 1966 items (eContent excluded)
- Circulation: August 2023: 1715 items August 2024: 1958
- We continue to see an increase in usage of our computers in addition to our Wi-Fi
- Summer vacationers, FLX Roadtrip and our Snowbirds increased library visits.
- Our passes Empire, Sciencenter, The Most and Explore Outdoors, which includes the Rosamond Gifford Zoo utilized especially in July and August

Grants/Donations:

- Receive an unrestricted gift from The Emerson Foundation \$2,000.00 in honor of Peter J. Emerson
- Perform \$ Purpose \$335.20 received in August
- Memorial for Martin Pilat (Funds designated for Landscape Project) \$1620.00
- NYS Library Construction Grant submitted to Sarah Glogowski, waiting for SHPO approval before submission to NYS. Seeking opportunities for the \$4500 we will need to put into the roof project.

Events/Upcoming Goals:

- October-Story Hour (Sat. Oct. 5 @ 10:30) and Lego Club to begin Wed. Oct. 16<sup>th</sup> @ 3:30)
- October 12<sup>th</sup> Betty Deluna will be our guest for Story Hour 10:30
- The Great Give Back: collecting toiletry/personal care items for Moravia Hope Pantry & items for Stockings for Soldiers October 19<sup>th</sup> thru December 7<sup>th</sup>
- **Budget Meeting with Finance Committee & Colin- Colin's availability Sept. 30<sup>th</sup> @6pm, Oct. 2<sup>nd</sup> @6pm or Oct. 7<sup>th</sup> @6pm**
- Moravia School Open House September 16<sup>st</sup> 6:00-7pm

- Roof Project due to start tail end of September, early October.
- Cayuga County funds have not been received, Director has followed up and has received online voucher has been signed & sent to receive \$3500.00
- Annual Campaign Letter-Fundraising Committee
- Merry Mischief (Santa & Mrs. Claus December 14th at 10:30)

Lori Cochran, Director