

POWERS LIBRARY ASSOCIATION MONTHLY MEETING

Meeting Minutes May 20, 2025

	Status		Status		Status
(22) Mary Owen (MO)	Present	(19) Anna Krieger (AK)	Present	(23) Jerry Germano-Yaw (JG)	Present
(23) Jessica Hess (JH)	Present	(16) Bonnie Thomas (BT)	Present	(24) Scott Powers (SP)	Not Present
(24) Rachel McNabb (RM)	Present	(24) Nik Magill (NM)	Present	(25) Kim Miller (KM)	Present
		Lori Cochran (LC)	Present		

May meeting of the POWERS LIBRARY BOARD OF TRUSTEES called to order at 5:35 PM by MO.

April minutes / May agenda: accepted as submitted.

No representative of Friends of Powers Library present.

Public Comments: No members of the public present.

Treasurer's Report: AK – 2 months of statements from Cahill, Knobel & Assoc. sent out by email; ML endowment funds, regular account: 4/30/2025 - \$211,874.67, 3/31/2025 - \$227,020.98 (this portion of fund is in money market account going forward); managed fund: 4/30/2025 - \$510,383.37, 3/31/2025 - \$522,354.89; 5/2/2025 Groton Bank statement balance: \$81,650.22.

Old Business

- *NY Forward Grant* MO – reward letter has been received; webinar given for next steps; MO/LC are in touch with state contacts and moving ahead; women-/minority-/veteran-owned businesses take priority for project partners.
- *Annual Report to the Community* MO – is posted on website; LC spoke of new addition: Library Use Value Calculator generates reports on actual dollars of savings to patrons; MO appreciated report being on-line in first quarter before tax levy vote – one more source for voter information.

New Business

- *Director's Report:* LC Written report for April (attached); Staff relations going smoothly; BT spoke about collaboration with Moravia Garden Club / DollarSeed.com to set up seed library; new book drop has been ordered; APT grant banquet on Wednesday; family learning kits added to system; Matt Miner (Finger Lakes Glass, Window, and Door) contacted for window repair in office - \$481, front door replacement part of NYForward, so will hold off on repair; Alex Cole contacted for parking lot to be repaired, sealed, striped – quote was \$2478: since lot recently had work done, board agreed to just have line striping and painting redone at \$650.
- *Friends of Powers Library, Inc.:* JG went to May meeting; new book drop was \$6500; Mother's Day craft on 5/3 had 5 kids in attendance; Colleen Wood has location in Locke for book storage; Locke Facebook page will share library news; possible upcoming events planned: "date-night" movie, line dancing (selling advance tickets); Google Drive set up for documents; next meeting June 2nd at 6PM.
- *Committee Reports*
 - *Building & Grounds* MO/SP/JH on committee: MO/JH discussed the parking lot;

Moravia Gives Back on 5/19 – kids worked outside and inside, some of them were introduced to library for the first time, LC got feedback from teens about library programs and services – would like to continue this type of meeting in the future; SP has been working on getting a crosswalk on Church Street, to no avail, so NM presented possible signage for roadsides: “Drive Like Your Kids Read Here.”

- *Finance* AK/JG/RM/KM on committee: – Reminder: Library Vote on Tuesday, May 20th. AK questioned if library should continue to receive monthly transfer from ML account to Groton account: right now the Groton account balance is high enough to pause withdrawals until needed, transfers happen quickly – a couple of business days, and attention to the Groton balance ensures that transfers can be made in time to prevent overdrawing the account, JG made the motion to pause \$1000 monthly withdrawals/transfers from ML account to Groton account, NM seconded – all approved; MO suggested to Finance Committee to put forward nominee for next Treasurer.
- *Fundraising & Events* JH/JG on committee: No report.
- *Personnel* AK/MO/SP/NM on committee: To meet in June for LC evaluation; MO working on policies regarding personal time and number of hours accrued, etc; next meeting will be August 4th.
- *Services* BT/MO/KM on committee:
 - *Policies for review/approval:* Computer & Internet Use; Personnel Committee were emailed out for review; after discussion, JG made motion to approve Computer & Internet Use policy with changes, JH seconded – motion passed; JG made motion to approve Personnel Committee policy, NM seconded – motion passed.
- *Technology* NM/MO on committee: Next meeting August 4th.
- *AdHoc Committee on Powers Library Anniversary:* LC Historical Society will help – maybe slideshow; personal invitations to be sent to donors, local officials; this is a good event to advertise in the Shopper, be sure to post on Library FB page, and share; meeting to be rescheduled.
- *Training Feedback:*
 - *"Ask the HR Expert" presented by Stephanie "Cole" Adams 4/25* MO commented on contents of personnel files.
 - *Outreach, Advocacy, and Marketing: Understanding the Venn Diagram. 4/29*
 - *How Libraries Can Alleviate Hunger Now*
- *Upcoming Training:*
 - *July 15, 2025 5:00-6:30PM – Trustee Handbook Book Club: Recruiting & Retaining Quality Staff*
- *Executive Session: Personnel Actions* MO made motion to go into Executive Session at 6:53, NM seconded, all approved.
 - NM made motion to exit Executive Session at 7:27, JG seconded, all approved.

Next Meeting: June 17, 2025, 5:30 PM

Adjournment: 7:27 pm

Minutes respectfully submitted by: Bonnie Thomas

Director's Report-Powers Library
For
April 2025

Highlights/News for April:

- Meeting spaces were used by: Fiber Arts Club, M.A.G.I.C. Club, Moravia-Locke Book Club, Friends of Powers Library, and Patrons
- Planning continues for Summer Reading 2025 Color Our World, Toddler Time, and Preschool Story hour.
- Lift inspected 4/3
- Seed Catalog in collaboration with M.A.G.I.C. (garden club)

Personnel:

- Staff meeting 4/25- discussion of new patron welcome packets, updates from FLLS & State library, interest in trainings, Summer programming, improving communications. (Next meeting June 3rd)
- Director attended 3 library committee meetings 4/14, 4/25, 4/29, FLLS Director's Meeting 4/8, Summer Reading Workshop 4/17

Data:

- New patrons April 2025: 13 April 2024: 19
- Circulation: April 2025: 1694 items April 2024: 1698 items (eContent excluded)
- 2024 Report to Community (on website now)

Grants:

- 2025 FLLS Family Literacy Grant- "Read and Explore Backpacks" this grant is funding for 5 backpacks.
- NY Forward
- Received APT Re-grants Award for the Loren Barrigar & Son Music workshops/performance at Moravia Jr/High School, awards ceremony May 21st funds will be received at that time.

Events/Upcoming Goals:

- Seek and apply for grants ongoing
- Buildings & Grounds: Book Drop, tables, windows, NY Forward plans
- Moravia School Student artwork on display through June.
- Ordered Book Drop (May 6)
- New Patron Welcome Packets
- Director Vacation: May 24-June 1

Lori Cochran