

Minerva Free Library
Board of Trustees Meeting
Minutes: April 11, 2023
“Libraries Change Lives”

Present Board Members: Elizabeth Meeder, Darlene Barney, Carol Chase, Krista Rhebergen, Dianne Courtney-Freeman, Judy Warren, Karen Croscut (joined meeting at 6:05), Beth Armes (Video Call)

Director: Cindy Sears

Guests: Carrie Yohe

Secretary's Report: Vice President Elizabeth Meeder called the meeting to order @ 6:00 PM followed by the Pledge of Allegiance. Attendance was taken.

Guest presenter, Carrie Yohe was introduced to the board and presented her Capital Project Presentation with questions being answered along the way. The presentation lasted from 6:00-6:55.

The minutes from the February Board Meeting were approved. (Our March meeting was cancelled due to winter weather conditions.) It was pointed out that in the financials, grant monies was going to be separated from fundraising. With this adjustment being made, a motion was made by Darlene and Seconded by Karen to approve the minutes. All: Aye.

Director's Report: Cindy Sears

The director's report was reviewed by the board before the meeting and certain subjects were addressed.

*A suggestion was made to direct Brenda Hall and her Dorman Purple Heart Memorial to the Yorker Museum Board. We felt the museums was more of a historic venue than the library and it was more of a personal than community minded topic.

*A motion was made that we would display the Bicentennial Time Capsule in the Historical Room upstairs in the library. A motion was made by Darlene and Seconded by Karen. All: Aye.

*The new assessment for the library arrived which increased from \$233,000 to \$250,000...which we have decided not to grieve.

*Our new Insurance policy will be through Erie Insurance, with the cost decreasing by \$100. Darlene made the motion that we pay the policy in one lump payment, saving us another \$100 instead of paying it quarterly.

Seconded by Krista. All:Aye

*It was stated that we received a statement from the IRS concerning the 2019 taxes paid. We had to pay \$370 to correct a mistake concerning payroll deductions. We have been receiving correspondence from the IRS concerning other mistakes as well that happened prior to us joining the CCLS recommended Payroll Company in 2022. We will deal with these issues as they appear.

Treasurer's Report-Darlene

We were given the March balances

	Beginning	Ending
Checking Balance	\$5,243.50	\$4297.40

Fundraising \$201 raised in March from Book Sale and Community Book Club

Unemployment amounts have decreased to \$55.75 a week.

Buildings and Grounds Report-Cindy on behalf of Elizabeth

Cindy stated that Keith from Brick City would be placing the forms for the concrete on Wednesday and pouring the concrete on Thursday. This was the project started in the fall under our CCLS Construction Grant. Elizabeth will get in contact with Vicki Rater and Kelly Maleski along with Dianne to see how we want to progress with the Landscaping around the patios.

*We are in the process of looking for a plumber. Elizabeth gave the name Ron Bentham, who looked at our boiler system in the past, and Cindy will get in touch with him.

Grant Writing: Cindy and Beth

*We have received \$6,000 in grant money, with the hard work that Cindy and Beth have put into this endeavor. We now need to get started on putting together the Teen Book and Game Club. The two library representatives are working on a variety of other grants as well and we are very appreciative of their hard work and dedication to this process.

Fundraising:

*We are so grateful of the recent donations by the Sherman PTO and the Sweatman/Deland Families with items for future fundraising events.

*We are also excited about a future fundraising sponsored by our local bikers organization. We are waiting more information in regards to this event.

Save Our Library Vote Information-

*All the pamphlets have been mailed.

*Cindy will contact Jan to get the legal wording for the school officials to put in the newspaper, with the date being April 15th

*We need to find out who will contact the Board of Elections.

*Mail in voting?

*A motion was made by Darlene to pay Elizabeth for the "I Love My Library" signs. Seconded by Carol. All:Aye

Other-Long and Short Term Goals

*Cindy will put together an email and have us respond to it in regards to the goals that we are working on. She will compile information and we will review our aspirations.

*It was stated how pleased the board is with the decorating at the library, the work on Social Media, and the interaction with patrons that Vanessa has demonstrated since she was hired. We asked that Cindy convey our sentiments to Vanessa.

Next Meeting: Tuesday, May 2nd, 2023.

Adjournment: The motion to adjourn was made by Karen and seconded by Beth @ 7:55

Respectfully submitted,
Judith Warren