

Minerva Free Library
Board of Trustees Meeting
Minutes: May 3rd, 2023
“Libraries Change Lives”

Present Board Members: Beth Armes, Elizabeth Meeder, Darlene Barney, Carol Chase, Krista Rhebergen, Dianne Courtney-Freeman, Judy Warren, Karen Croscut

Director: Cindy Sears

Secretary’s Report: President Beth Armes called the meeting to order @ 6:00 PM followed by the Pledge of Allegiance. Attendance was taken.

The minutes from the April Board Meeting were approved after Judy pointed an adjustment being made to the final page. With the adjustment being made, a motion was made by Carol 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 correction was made on the spelling from the Wasylink gift.

*Cindy presented the board with the Resolution from the Town of Mina in regards to the upcoming vote. The board will wait for a response from Jan at CCLS and the attorney as to how we should proceed with this issue. Also, some of the incorrect information on the resolution was discussed.

*Members that are available have volunteered to attend the Findley Lake Library Board meeting May 22nd @6:30.

*The Pilcrow Grant was received. The library had to come up with \$400 to match the \$800 from the grant. We wish to thank Community Bank, Stanley Hose Auxiliary, Bunco Buddies, and Library Friends for helping us achieve the \$400 needed to receive this grant. We will be able to purchase 71 hardback children’s books with these funds.

*The annual Movie License has also been covered by a grant.

*Time Slots for the Library Vote were discussed. Jan is checking with the attorney to validate that the board can legally staff the voting desk. If we can, Cindy will contact Luke at school with a list of suggested Friends of the Library that may be interested in helping out at the vote on June 1st.

Treasurer's Report-Darlene

	Beginning	Ending
Checking Balance	\$4,297.40	\$41,698
Fundraising \$170		
Gifts \$8,746		
Grant Balance \$34,000		

A question was asked about the endowment. We were made aware that we have stopped our withdrawals from the UBS endowment through the remainder of the year. Cindy addressed this with Lori @ UBS and she stated that there may be a one month overlap.

Buildings and Grounds Report-Cindy on behalf of Elizabeth

*The plaque to accompany our present outdoor bench was discussed and should be ordered very soon. The bench is in memory of Mary Lou Russell and Marijo Russell O'Grady.

*Windows and doors were discussed with Elizabeth reaching out to Charlie@B & L. Mike Sands was going to be contacted by Cindy, and Judy suggested Seaway Windows. At the present time, the lock device isn't lining up on the front door causing problems.

*A defibrillator and smoke detectors were also mentioned as being needed.

*Limbs brushing up against the windows and building were addressed.

*Cindy will contact Mike to follow up about the small items that need to be fixed.

Long and Short Term Goals

*The board has decided that Priority #1 will be the lift and #2 will be the windows and doors. We will submit this through CCLS for the NYS Construction Grant, due in September. Elizabeth, Cindy, and Beth will begun working on this.

Grant Writing: Cindy and Beth

*Chautauqua Foundation is being considered.

*Signed up for Give Big Chautauqua

Fundraising:

*We are eagerly waiting for information on a future fundraising sponsored by our local bikers organization. We are holding off with fundraising until after our June vote.

Other Topics:

*We will continue to think about a Teen Advisory Board. We hope that bringing our teens in for our Teen Book Club, beginning May 11th may be the beginning of this endeavor.

*Karen and Cindy will work on a program involving our Local Tops Program and a Nutritionist. We hope to bring in interested community members as well for this discussion.

*Vanessa has started a plant exchange program through the library. Judy donated seeds to be added to her display. It was done very well and certainly adds to the homey atmosphere of the library.

Our June 6th meeting will focus on next years budget.

We will also visit the Trustee Handbook in June to meet our education hours that the state requires.

Next Meeting: Tuesday, June 6th, 2023.

Adjournment: The motion to adjourn was made by Karen and seconded by Darlene @ 7:35

Respectfully submitted,

Judith Warren