

Minerva Free Library
Board of Trustees Meeting
Minutes: November 7, 2023
“Libraries Change Lives”

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

Secretary’s Report: President Beth Armes called the meeting to order @ 5:59 PM. Attendance was taken, followed by the Pledge of Allegiance.

The minutes from the October Board Meeting were approved. 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 no questions or concerns needed to be addressed.

Toddler Time seems to be successful, and the name will remain unchanged.

2nd Annual Halloween Story Walk was a success, a thank you was said to all the board members for their involvement.

It was stated that Sam, Mr. Wake’s Financial man came to visit on that Saturday and he got to see how busy the library can be.

* Treasurer’s Report-Darlene	Beginning	Ending
Checking and Savings Balance	\$ 97,994.18	\$98,915.19
Endowment Balance	\$109,343.99	
Fundraising	\$113	
Gifts: Community Band and Private	\$182	

Darlene and Cindy continue work on the budget, they will aim for a \$62,000 budget for next year. This is without the extension of hours at this point.

Book Clubs:Judy

The Adult Community Book Club will meet on Tuesday, November 14th and will discuss The Midnight Library.

The SCS Book Club will meet on the third Thursday, October 16th, to discuss The Personal Librarian

The teen club book boxes have been ordered to be distributed in December.

We talked about getting a phone number for the community members who don't have Facebook so that they receive messages from the group.

Buildings and Grounds Report:Beth for Elizabeth

*The signage is still being researched to replace the old sign that was taken down on the front lawn. We found out that we need a permit for placing the sign back up and are working with the village to proceed with this.

*The fire inspection passed for the year as well.

*The Sheldon Foundation Grant will need to be submitted by Elizabeth before December 1st. She continues to work on this.

Fundraising: Upcoming events

- * Judy will head up a committee to work on a fundraiser event for spring with the hopes that this can be helpful with our sustainable funding. We will have a committee look into this adventure with the thought of it becoming an annual event. Beth, Elizabeth, Dianne, and Cindy will be members of the committee. A meeting date will be sent out shortly.
- * Cindy contacted two libraries and a time will be set up to meet with these representatives.

Sustainability Funding Committee:

We are waiting to find out when the Town will distribute the funding that they put in their budget for support of the library. We need to have a timeline of this distribution for our records. This will be for the 2024 year.

We are still working on being sustainable, the board has decided to pursue a 259 vote in the spring. This will be a resolution to ask the taxpayers to support the library for \$60,000 for 2025. Petitions to sanction the vote will be passed out at our board December. The Sustainability Subcommittee will meet in January to think over our plan for campaigning for the vote.

New Business:

The computers will be in the second week of November. CCLS IT will Backup everything. Mike Jones has requisitioned that the board consider releasing \$2,000 in case they run into issues when working on the Data Wiring project, which will give us Wifi on all three floors of the library.

Judy made a motion to have the \$2,000 dollars available if it is needed, Carol seconded the motion. All:Aye

Judy ordered the plaque for the Wake Foundation History Room.

Karen reported that Pete Noble from Noble Winery said he would donate a portion of the sales of his Model Airplanes to our library.

Policies:

Jan and LJ @ CCLS are reaching out to libraries to make sure they have updated and approved policies in place. We are going to look at two policies at each of our upcoming meetings and get them approved.

Darlene made a motion to approve our Photo Policy, 2nd by Krista. All:Aye

Cindy will seek answers to a couple of insurance questions before we approve our Room Use Policy.

Next Meeting: Tuesday, December 5th, 2023.

Adjournment: The motion to adjourn was made by Karen and seconded by Judy @ 7:50.

Respectfully submitted,
Judith Warren