

Minerva Free Library  
Board of Trustees Meeting  
Minutes: April 2, 2024  
“Libraries Change Lives”

Present Board Members: Beth Armes, Darlene Barney, Judy Warren, Karen Croscut, Dianne Courtney-Freeman Elizabeth Meeder, Krista Rhebergen, Chris Labuskes 6:15 arrival

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

The minutes from the March Board Meeting were approved. A motion was made by Karen and Seconded by Darlene. All:Aye

**President’s Opening:** Beth read the Trustee Application submitted by Chris Labuskes to the board. After a brief discussion a vote was taken and Chris was voted in as the newest board member. All:Aye.

**Director’s Report: Cindy Sears**

Nobody had any questions in regard to the monthly report. However, an addition was made. A letter was received from the IRS with a payment from September 30, 2021, that was submitted by our previous Director. With interest and penalties from the mistake a check was sent for \$341.36 to clear up with mistake.

## **Treasurer's Report: Darlene**

	Checking	and	Savings
Beginning Balance	\$2,557.59		\$31,861.12
Ending Balance	\$1,748.66		\$27,187.22
Endowment Balance	\$717,306.23		
UBS Core Savings:	\$50,572.61		

Karen is still trying to get in touch base with Bill Peck and see if he'd be interested in auditing our books. Cindy will check with Scott Bensink in regard to this as well since he does our taxes.

## **Book Clubs: Judy**

The Adult Community Book Club will meet on the third Tuesday, of the month.

The SCS Book Club will meet on the third Thursday of the month.

The Teen Book Club will be notified of new pick ups.

## **Buildings and Grounds Report:**

\*The signage from 360 Graphics is in the basement. Cindy reached out to Keith and they are backlogged because of the weather.

There was a meeting with Charlie, Elizabeth and Cindy in regard to the windows. A call will go out to Mayshark Builders and Gene Blakeslee for bids on the installation of the windows.

The roof was checked and seems to be in good shape.

There was water damage found on the front windows, so they will take precedence over the basement windows.

Cindy and Elizabeth will continue to meet in regard to the NYS Construction Grant for 2025.

### **Fundraising: Upcoming events**

\*Prickly Pear April 18th 6PM signups on Facebook

\* Sweet Pea Designs will have our merch up soon.

### **Grants:**

Pricing of patio furniture and will be looked into by Cindy and Elizabeth. Then Cindy and Beth will write a grant for this endeavor. It is due the last Wednesday of April (even months)

Cindy applied for Give Big CHQ (June) and Give 716 (July)

### **Policies:**

\*A motion to approve the Freedom to View, Gift and Collection, and Library Bill of Rights Policies was made by Krista and Seconded by Karen. All:Aye

An email was sent in regard to weeding materials, which we will look at.

Board Members were encouraged to watch the Robert's Rules of Order video put out by CCLS. This will count toward educational minutes if turned in to Cindy after watching.

Next Meeting: Tuesday, May, 7, 2024

Adjournment: President Armes adjourned the meeting @ 6:43.

Respectfully submitted,  
Judith Warren