

Unadilla Public Library
Regular Board Meeting
Date: January 15, 2024

Call to Order: President David Lapointe called the meeting to order at 6:43 p.m.

Trustees Present: David Lapointe, Beth Baldwin, Susan Barnhart

Absent: Lois Baldwin, Barbara Lennon

Others Present: Library Director Irene Murphy

Past Minutes: December 18, 2023. Previously approved on December 18, 2023 via a motion by David Lapointe, seconded by Susan Barnhart.

Financial Report: Abstract #8/Voucher #50 SYNCB/Amazon (L7410.430) \$165.69, cork board/bulletin board for hallway.

Voucher #51 SYNCB/Amazon (L7410.410) \$5.95, book.

Voucher #52 Village Variety (L7410.430) \$13.97, door batteries & envelopes.

Voucher #53 Four County Library System (L7410.411) \$109, processing 109 books.

Voucher #54 Irene Murphy (L7410.430 & .480) \$39.49, Clorox & beanie babies prizes.

Total of Abstract #8 vouchers \$334.10. Motioned to approve by Susan Barnhart, seconded by David Lapointe.

Treasurer's Report: Tabled. See Requests for Treasurer below.

Bank Balances:

NBT Checking (L200): \$3,993.28

NBT Savings (L201): \$43,142.26

CD SFCU Bequest II (L202): \$5,382.62

CD SFCU Wright Fund (L203): \$3,453.82

SFCU MMA/Savings (L204): \$4,638.58

Grant Money (L205): \$300.04

CD SFCU Friedman (L206): \$11,944.71

CD SFCU Investment Fund (L207): \$20,822.28

Principal amounts: Bequest I \$5,213.24

Bequest III \$1,910.28

Douglas \$5,006.90 (for biographies)

Petty Cash (L210): \$30

(CD's mature 5/22/25)

Requests for Treasurer: Please post interest to the NBT Savings account and provide the most recent bank statement, along with the bank statement for the NBT Grant Money account.

Also, please reprint the December detail of revenues to agree with L980 Revenues.

Business:

- A question was asked about masking due to Covid cases and the increase in Covid numbers. Some hospitals are requiring masking again. Susan Barnhart reminded the Board that the Library follows the guidelines provided by Otsego County and as of this meeting no changes are necessary.
- A 12-month CD for \$40,000 was opened at NBT on January 11th, 2024 by Board President David Lapointe and Clerk Treasurer Kelly Jones. The interest rate is 4.25%.
- Discussion ensued regarding opening a money market account at NBT. Right now NBT is offering a rate of 3%. Board members agreed to invest \$27,000 that is currently in the NBT Checking Account into a money market account. The account should be opened for the Unadilla Public Library using the library's tax ID number. The account should have (two) authorized signers – Clerk Treasurer Kelly Jones and Board President David Lapointe. Board all agreed.
- Library Trustees went into executive session to discuss personnel matters. Rates for library personnel were set. Evaluations and self-evaluations were requested.

Director's Report:

- Irene has checked with Frontier Yellow Pages about having the library listed in the Yellow Pages. Was given a direct number to reach out to somebody about this.
- Revenues received for December 2023 were \$46. Prints \$1.00, Book Sales \$16.00, Donations \$1.00, Fundraising \$10.00, Lost Book Fee \$18.00.
- Received a donation from the Tianaderrah Foundation for \$3,000.
- December 2023 hours: Irene – 63, Marc – 43.5 (with 12 vacation).
- Irene has booked a program with Didgeridoo Down Under for Thursday, July 25th, 2024. The cost will be \$425.

Next meeting: February 19, 2024 at 6:30 p.m.

Motioned to Adjourn: 9:15 p.m. by Susan Barnhart. Seconded by David Lapointe.

Respectfully submitted: Beth Baldwin, February 15, 2024.