

Unadilla Public Library
Regular Board Meeting
Date: 11/19/2024

Call to Order: President David Lapointe called the meeting to order at 6:40 p.m.

Trustees Present: Barbara Lennon, Crystal Johnson, Sue Barnhart

Absent:

Others Present: Library Director Irene Murphy

Past Minutes: October 21, 2024. Motioned to approve by Crystal Johnson, seconded by Barbara Lennon. Motion passed unanimously.

Financial Report: Abstract #6/Voucher #43-#48.

Voucher #43 Village of Unadilla (L200) \$2,099.18 for October 2024 payroll.

Abstract #44 United States Postal Service (L7410.405) \$100.00 annual box rental

Voucher #45 4CLS (L7410.411) \$85.70 cataloging; (L7410.413) \$7.50 patron library cards.

Voucher #46 Kelly Jones (L7410.406) \$6.30 10/25/24 mileage; (L7410.406) \$6.30 11/15/24 mileage.

Voucher #47 Sync/Amazon (L7410.480) \$5.99, book.

Voucher #48 Sync/Amazon (L7410.480) \$6.04 book.

Total vouchers #43- #48 \$2,217.88. These vouchers were added to October 2024 Abstract #6 vouchers #36- #42 approved last month.

Motion to approve Abstract #6/Vouchers #43-#48 by Sue Barnhart, seconded by David Lapointe. Motion passed unanimously.

Treasurer's Report: tabled no bank balance report.

Bank Balances:

NBT Checking (L200):

CD SFCU Bequest II (L202):

CD SFCU Wright Fund (L203):

SFCU MMA /Savings (L204):

Grant Money (L205):

CD SFCU Friedman (L206):

CD SFCU Investment Fund (L207):

Principal amounts: Bequest I \$5,213.24

Bequest III \$1,910.28

Douglas \$5,006.90 (for biographies)

CD NBT (L208):

NBT Money Market (L209):

Petty Cash (L710): \$30.00

SFCU CD's mature 5/25/2025.

NBT CD matures 1/04/2025.

Requests for Treasurer: Explanation as to why Abstract #6/Vouchers #43- #48 is not Abstract #7.

Old Business:

- SFCU signors are currently Sue Barnhart, Kelly Jones, Beth Baldwin. Motion to remove Beth Baldwin as signor and add David Lapointe as signor to SFCU accounts by Susan Barnhart, seconded by Barbara Lennon, motion passed unanimously.
- Since there is a vacant trustee seat Irene will call a patron to see if she might be interested in becoming a trustee.
- Advertising in Frontier Yellow Pages cost \$182.40, motion to not advertise in Frontier Yellow Pages by Crystal Johnson, seconded by Barbara Lennon, motion passed unanimously.
- Sarah Livingston from Harris Memorial Library extended an invitation to their Sunday, December 1st, 2024 Silver Tea & Basket Raffle gathering.
- A template for staff evaluations will be emailed to board members to review for the next meeting.

New Business:

- Village Christmas Tree lighting is Friday, December 13th. The Unadilla Public Library will provide the holiday books for the event and the Chamber of Commerce will donate money towards the books provided to the library.
- Discussed completing a new community survey. The 2019 survey was reviewed.

Director's Report:

- October 26th, 2024 Pumpkin Painting activity attended by 1 child; October 30th, 2024 Pumpkin Painting 4 children attended.
- Irene is planning holiday activities at the Library, December 7th; 14th; and 21st 2024.
- A new story was placed on the storywalk. Nine new stakes for the Storywalk posts will be ordered for next year, to repair some of the old ones.
- Kelly Jones, Treasurer let Irene know the \$12.48 discrepancy was a credit from Amazon. NBT bank reversed a fee that was credited back to the library.
- October Revenues received: (L1001) \$25,689.21 tax levy deposited into NBT checking (L200) ;(L2706) \$53.00 HOC fundraiser; (L2082) \$52.75 book sale; (L2706) \$4.00 Library book bag purchase; (L2082) \$35.50 ongoing book sale; (L2082) \$1.00 fine replaced card; (L2765) \$2.00 donation; (L1255) \$4.20 prints; (L2082) \$8.00 fine damaged book. Total revenues \$25,849.66.
- 2025 4CLS Cost of services sheet was reviewed and approved unanimously by the board. Charges for 2025 are \$3,284.00 automation; \$350.00 overdrive; \$185.00 movie license; \$115.00 research center: total \$3,934.00.
- October 2024 hours: Irene 55, Mark 64.

Next meeting: 12/16/2024 at 6:30 pm.

Motioned to Adjourn: 9:00 p.m. by Barb Lennon. Seconded by Dave Lapointe motion passed unanimously.

Respectfully submitted: Sue Barnhart 12/10/2024.