

Approved
Marc A. Hurzeler, MD, Public Library
Trustee Meeting Minutes
August 13, 2024

Meeting opened 6:39.

Those present: Liz Milligan, Chair, Joy McCorkhill, Library Director, Leslie Seppala, Brenda Roy, Bette Bovio and Jeanne Kenison.

Jeanne passed out the unapproved June 11, 2024 meeting minutes for review and 2 corrections were made. Liz made a motion to accept the June 11 minutes with 2 corrections, seconded by Brenda and accepted by all trustees.

Leslie passed out the treasurer's report for trustees to review. The balance for the windfall account as of 8/1/24 is \$816.75; the savings account balance is \$16,410.93; the checking account balance is \$4,687.09. Liz made a motion to accept the minutes as presented, seconded by Bette and accepted by all trustees.

New Business

Leslie suggested trustees move the \$816.75 Windfall Account balance to the checking account as the WF account is less than the required minimal balance and we have been charged \$10/month for this. Liz made a motion to close the Windfall account and move the \$816.75 balance to the checking account. The monies will be used at Joy's discretion for library purchases. Jeanne seconded this and was approved by all trustees.

Director's Report

Joy printed out the statistics (year to date) and the number of individual visits for July were 167 adults and 60 children.

Joy finally has the cell phone set up and will start moving computers over to it.

Joy updated library programming. Chris Schadler will return October 10 for wolf talk. Made with Love Cup for Teens is scheduled for August, Garden Book for September/October, Holiday theme and Quilting Oriented program for fall. Joy asked if there might be anyone available for instruction in a crochet program or a needle craft. Lastly, Joy states that she needs new tables. Of the 2 tables she has, she will toss 1 and keep the remaining table.

The Storywalk Project is not yet done secondary to uncooperative weather. The community calendar project is underway and all mailings have been done. She has tried 7 new ads: Fenn's Way/Waumbek, Bellevue Barn, Mountain Creek Manor, Cameron Sealcoating (last time), Jefferson Campground, Extreme Detailing and Crystal Clean. There is a 9/1 deadline on calendar photos and Joy will email these out for trustee selection. She wants it done and submitted by 9/5 for a 5% Free Calendars. She plans on ordering 180 and she needs 173.

Joy has completed shifting all her previous circulations and it looks great. The new procedure will be to walk through the library and shelf read last 10 minutes of every shift to fill in books and clean up shelves. The next book sale will be October 13 during the Firemen Breakfast Columbus Day Weekend.

Joy explained the Series Keeper Project with the State and has signed up for some that we have complete that other libraries won't have to keep. We agree not to “weed” out these series to keep available for ILL's. Basically, the state is asking libraries to not put the burden on bigger/ larger libraries and everyone to volunteer for some.

Joy stated that Belinda, the building cleaner, is out and she will vacuum the library and Amanda will do library recycling/garbage until Belinda's return.

Joy hasn't been able to work on the MOU's but will have them for the September meeting.

Leslie will cover for Joy September 14th while she attends the conference as Emma can't. Bette will cover for Emma October 1, 300-430.

Next meeting will be September 10.

Meeting closed 7:50.

Jeanne Kenison, Secretary