

Trustee Meeting Minutes for May 8, 2023

Present: Carolyn Noble, Rose Tallon, Joshua Carter, Sue Spotswood, Betsy Sponable, Bridget Whalen-Nevin, Sheila Norman-Culp.

Excused Absences: N/A

Meeting called to order at 6:32 by Carolyn Noble

Public Comment: None

Secretary's Report:

Minutes from April 17, 2023 meeting approved with corrections.
Sue S. motioned, Rose 2nd. All in favor.

Treasurer's Report:

Bridget reported that the balance in checking account is \$119,981.38. Checks # 4341-4355 were unanimously approved for payment. Motion by Sue Spotwood, Josh 2nd. All in favor.

Director's Report:

Daughters of the American Revolution donation- Much needed repairs to the Wishing Well were decided upon. .

\$266.85 refund received from Utica National Insurance Company.

Letter from Town concerning construction and Alterations- Bridget contacted the Town and discussed. They raised concerns regarding the new door. It ended up costing them money and they will need advance notice for future expenditures. Bridget let them know the Library is in need of new storm windows on the original part of the Library. They must be historical.

New Library system was installed on April 26. Working well with the exception of the ability to print out receipts and cataloging is still a bit difficult.

Director has asked our accountant to complete our 990EZ form. It is quite lengthy. Deadline is May 15th.

Old Business: .

Discussion regarding use of funds received in memory of Patricia Whalen & Ellen Long. Patio areas both in front and back of the Library were proposed. Stone or concrete perhaps. Should complement the building. Estimate needed on pads. Sue S. has some pads from a past pool removal she would be willing to donate if they could be moved. Bridget reported that there are a lot of stumps by the side fence that should be removed. \$1500.00 to remove and replace with topsoil. Discussion will continue.

Sheila has researched a Short Term CD from Citizens Bank. A 6 month CD at 3.5 % interest would yield \$875.00 for a \$25,000 deposit, or \$1,050 for a \$30,000 deposit. Josh or other signor will stop at the bank to set up paperwork.

New Business:

Sheila shared some highlights of a Marketing class that she recently participated in. She suggested that we utilize 2 sandwich signs for better exposure and make them more visible. They can advertise new programs, light hearted news, a joke, etc. She also suggested the use of Twitter, Press Releases, Photographs.

Sheila will attend the Town Board meeting tomorrow evening.

Meeting was adjourned at 7:30 pm. Sue S. motioned, Josh 2nd. All in favor.

Our next meeting will be June 12, 2023.