

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
CARTHAGE FREE LIBRARY
VIA IN-PERSON AND ZOOM
APRIL 20,2022 - 6:00 PM

PRESENT: Tammy Blunden; Bridget Fetterly, Vice-president; Rebecca Heagle; Jamie Peck; Darby Tarr; Dorothy Woodworth

ABSENT/EXCUSED: Nusrat Hafeez, President; Robert Sligar, Treasurer; Lisa Trembley, Secretary

STAFF: Christina Bamberg, Interim Library Director; Mark Hills, Accountant

Bridget opened the meeting at 6:03 pm.

MONTHLY REPORTS -

1. Treasurer's Report - Mark presented the financial reports through March, 2022. With regard to the balance sheet comparisons, assets/liabilities are normal for this time of year. In the profit/loss comparisons, Mark noted that utilities costs rose considerably as expected due to overall rising energy costs. Revenue, though currently low, is expected to improve upon receipt of our local revenue sources (school, county, towns, and villages).

Mark also explained a question asked at the March meeting regarding \$1200 spent from the library grant account. He noted that this account is a low-interest bearing account, and the only checking account that the Library earns interest on; but the interest rate is lower than what we make on savings accounts. The funds drawn from this grant checking account were used to pay bills from general operations.

With regard to the cost of the work to be done on the new sign flower bed, the best option for the library would be to do the work ourselves, with the help from the local Girl Scouts, who have offered their time to help in the planning in exchange for us allowing them use of the community room for meetings. It was also noted to invite the local Boy Scouts to help as well.

2. Secretary's Report - Bridget presented the minutes to the March, 2022 meeting. There were no questions.

Bridget motioned to approve both the Treasurer and Secretary reports, seconded by Darby, with all in favor.

3. Director's Report - Tina presented the Director's Report for April, 2022. Discussion included:

- Interviews for two library assistant positions are ready to start; also one position will be open on May 1 for the Children's Program Coordinator, which includes Story Time;

- Tina would like to post a second ad for a technology assistant now as NCLS is opening another training session for the OATS/Senior Planning course; if hired now, this individual can get the training completed necessary for holding these classes;

- Tammy Blunden would like to serve on the Hiring Committee;

- The grant from Pratt-Northam for two Summer Reading Program interns has been received. The interns from last year are not available this year however. Jamie suggested contacting the high school guidance counselors for any graduating seniors who might be interested.

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- Jim Shettleton put in the only bid for this summer's mowing, which is up slightly from last year due to gas prices, with a quote of \$850. After discussion regarding the hope of another bid, Bridget motioned to accept Jim's bid, with Becky seconding, and all in favor.

- It was noted that the library held an impressive number of same and different programs this past month. Great job!

- Tina would like to restart the Heritage Room oral histories project after the last couple of years into 5-minute snippets to be shared on Facebook. Also welcome would be to invite community members to add ideas of their own.

-The Office of the Aging would like to offer a free cooperative program of Tai Chi for seniors (8 weeks/twice a week) led by Mary Beth Knowlton, which would require the community room.

Darby motioned to accept the Director's Report, with Dottie seconding, and all in favor.

SUB-COMMITTEE REPORTS -

1. Personnel/Finance - see Treasurer, Secretary, and Director reports.

2. Policies - Regarding the Conflict of Interest Policy, signed Board/Staff members' acknowledgment letters are now due, to be given to Lisa.

Bridget shared a draft of the first initiative of the library's Long-Range Plan for review by the Board for discussion at next month's meeting. The topic relates to how the library can increase community awareness.

3. Educational Programs/Services - see Director's Report

OLD BUSINESS - N/A

NEW BUSINESS -

1. The Friends' Group is in need of recruiting new leaders. Board discussion suggested individuals could be from the current group, or from an appeal to the community for individuals who would be willing to coordinate/grow the program. Tammy and Bridget suggested talking to the Twelve Honors class, and advisor Todd Burkner, at the high school regarding any interest in helping with fund raising.

2. The Board discussed the possibility of changing the monthly meeting to the fourth Wednesday of each month instead of the third (which seems to pose a lot of conflicts for members). Discussion will continue at the May, 2022 meeting.

At 7:30, Tammy motioned to adjourn, with Bridget seconding, and all in favor.

Next meeting: May 18, 2022 at 6:00 pm