

MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
CARTHAGE FREE LIBRARY
MAY 18, 2022 - 6 P.M.

PRESENT: Tammy Blunden; Bridget Fetterly, Vice-president; Nusrat Hafeez, President; Rebecca Heagle; Darby Tarr; Dorothy Woodworth

ABSENT/EXCUSED: Jamie Peck; Robert Sligar, Treasurer; Lisa Trombley, Secretary

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

GUESTS: None

Nusrat opened the meeting at 6 P.M.

MONTHLY REPORTS -

1. Treasurer's Report - Mark presented the balance sheet and profit/loss comparisons through April, 2022.
2. Secretary's Report - Becky presented the Secretary's Report for April, 2022. An additional phrase under NEW BUSINESS #1 was made after the last sentence to clarify that when asking for interest in the Friends' Group from the Twelve Honors class, it would be "in helping with fund raising."

Darby motioned to approve both Treasurer and Secretary reports, with Bridget seconding; all in favor.

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

- The Summer Reading Program (SRP) Intern hiring packets were sent over to Carthage Central School District to be given to interested graduating seniors by their guidance counselors. Any SRP interns will be hired and paid using a Pratt-Northam grant.

- The library is filing to extend use of the library sign grant to close in June, 2023. State Ed is allowing an additional year due mostly to supply chain issues. The Girl Scouts are volunteering to help by doing a badge project, including design planning and purchasing any plants. Bridget will call the Boy Scouts to ask if they'd be interested in volunteering to help as well.

- The library received a \$650 contract from Jeff Boyer, the "Bubble Guy", for the SRP kick-off program on July 1, 2022. A \$500 grant from Stewart's Shops will be used toward the kick-off program.

- The lift went down April 26, 2022. A repair estimate comes to \$566.34, with a 50% advance before they will order the part (with no guarantee the part is in stock).

- With regard to Programs, Mary Beth Knowlton, from Office of the Aging has had 55 seniors attend the Tai Chi classes over the last two and a half weeks. They seem to really like the program. Mary Beth will get us contact information so we could possibly train up to run the class after this trial period.

A new Teen Book Club, led by Madison Delorme meets next week, hopefully asking participants for book suggestions.

Rachel Zehr is scheduled to hold a Special Story Time on May 28, 2022 to read Veggie Tales: The Chicken Super Bowl, which is all about patience.

"Stronger Together" had three participants, and rescheduled for Thursday mornings.

Adult Book Club will take a break over the summer and regroup in the fall. Ideas for ways to generate more interest were discussed, such as reading a banned book, giving brief reviews of favorite books, holding a one-book-one community challenge, etc. Bridget motioned to approve the Bubble Guy contract and lift estimate, with Dotty seconding; all in favor. Also, Darby motioned to approve the Director's Report, with Tammy seconding; all in favor.

SUB-COMMITTEE REPORTS -

1. Personnel/Finance - The Board Hiring Sub-Committee, including Tammy Blunden, Dotty Woodworth, and Becky Heagle, made recommendations for four staff positions, as follows:

- Anne Covey - Temporary Substitute Library Assistant
- Kathleen Purington - Library Assistant
- Emery Grant - Library Assistant (Outreach)
- Rebecca Wallen - Library Assistant (Technology)

With regard to the Library Assistant (Story Time) position currently held by Isabel Chartrand, who will be leaving the library soon, an interviewee pulled out of consideration for that job. A new round of applications will open in mid-June, closing on July 9. Interviews will be conducted the week of July 11-15, followed with recommendation for approval to the Board, with the new hire starting August 1, 2022 for training. Bridget moved to accept the Hiring Committee recommendations, with Nusrat seconding; all in favor.

2. Policies - As presented by Bridget, the Board reviewed and discussed the First Initiative of the Long Range Plan. The Second Initiative was then shared for review by the Board for discussion at the June meeting. The topic relates to how the library can expand community engagement.

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

OLD BUSINESS - See Director's Report regarding extension of the library sign grant.

Pg. 3 - Minutes to May, 2022 meeting con't. -

NEW BUSINESS -

1. It was determined that a better meeting day for the monthly Carthage Free Library Board of Trustees was needed due to member scheduling conflicts. The new dates will now be the fourth Wednesday of each month, not the third.

Dotty motioned to approve this change, with Nusrat seconding; all in favor.

2. Dotty called Carthage Central School regarding an end-of-year auction for any computer equipment being taken out of use. They will let us know early regarding what equipment will be available and when the auction will be held.

Darby motioned to adjourn at 7:29, with Nusrat seconding; all in favor.

NEW MEETING DATES -

- June 22, 2022

- July 27, 2022

- August 24, 2022