

Fluvanna Free Library
3532 Fluvanna Ave. Ext.
Jamestown, New York 14701

Board of Trustees Meeting
January 16, 2023
Minutes as recorded by
Michael Erlandson, Temporary Recording Secretary

Present: Mike Erlandson, Kathy Carlson, Marcia Rybicki, Barbara Swanson, Rea Bobula, Lori Johnson, Diane Lucey, Jean Holton, Cheryl Scotty, Roxanne Bataitis. Absent: Susan Erlandson. A quorum is met. Also in attendance: Library Director Lynn Grundstrom.

President Erlandson called the meeting to order at 6:00 pm.

Reappointment of Trustees to 5-year Terms: President Erlandson stated that the terms of trustees Marcia Rybicki and Diane Lucey are expiring this month. He reported that both Diane and Marcia have agreed to renew their 5-year terms. **MOTION** by Cheryl Scotty, seconded by Kathy Carlson re-appointing Marcia Rybicki and Diane Lucey to five-year terms on the Board of Trustees, terms to expire January 2028. Motion unanimously approved.

Installation of Officers: President Erlandson reminded the board that he would like to step down as president (Minutes Jan. 2022). He stated that Roxanne is willing to accept the president position. In addition, Mr. Erlandson stated that he has spoken with Kathy and she has agreed to step down as vice president. Mike will then fill the vice president position. This will allow him to assist Roxanne as she learns the duties of president. Lori has agreed to accept the board secretary position and Cheryl has agreed to remain as board treasurer. The board discussed the matter. **MOTION** by Marcia Rybicki, seconded by Barb Swanson to accept the following slate of Officers for 2023:

President – Roxanne Bataitis
Vice President – Michael Erlandson
Interim Secretary – Lori Johnson
Treasurer: Cheryl Scotty

Motion unanimously approved.

Copies of the minutes from the board meetings held on November 28, 2022 as recorded by Mike Erlandson were distributed and reviewed. **MOTION** by Jean Holton, seconded by Barb Swanson to approve the minutes as written. Motion unanimously approved.

Treasurer Cheryl Scotty presented the Financial Reports for October 2022, November and December 2022. **MOTION** by Barb Swanson, seconded by Diane Lucey to approve the financial reports as distributed. Motion unanimously approved. Cheryl stated that she and Roxanne are looking into opening an on-line CD which will yield a better interest rate.

Librarian's Report: The board reviewed the Library Director's report for December 2022. Lynn discussed the report in more detail and answered questions pertaining to the report.

Committee Reports:

- *Buildings and grounds* - Mike reported that the outdoor shed has been leveled. He also reported that the building committee will be addressing a problem with the foundation in the spring.
- *Grants* – Lynn stated that the Fluvanna Library did not receive the Cummins Engine Plant grant that she recently applied for.
- *HR/Finance Committee* – Mike reported that the committee met in December to prepare the 2023 budget.

Old Business

Section 259 Funding – President Erlandson updated the Board of Trustees re the progress of the Section 259 Funding proposition for libraries. (Minutes 3/7/22 et. seq.) He stated that he and the president of the Bemus Point Library along with CCLS Executive Director Jan Dekoff gave a presentation re the proposition to the Bemus Point School Board on January 9, 2023. In his opinion, the presentation was well received. He reminded the board that the proposition will be on the school budget ballot in May. Mike also noted that the two libraries obtained nearly 150 signatures on a petition in support of the proposition. He added that he will be meeting with the Town of Ellicott Supervisor in the next several weeks to explain the proposition. The libraries also intend to hold several public meetings re the proposition prior to the vote.

New Business

Committee Assignments: President Erlandson distributed tentative committee assignments for 2023. He asked the board members to review their assignments and let him know if they wish to serve on a different committee.

Adopt 2023 Budget – President Erlandson presented the 2023 budget for the Fluvanna Library. **MOTION** by Barb Swanson, seconded by Diane Lucey to adopt the 2023 budget for the Fluvanna Free Library. Motion unanimously approved. Roxanne pointed out that the finance committee had to take money out of the savings account to balance this year's budget.

Additional fund raiser for 2023 – The board discussed whether to conduct an additional fundraiser in 2023. Tabled pending further review.

Closing dates for 2023 – The Board reviewed the dates that the library will be closed in 2023.

Adopt Policy for Patron Research Assistance – **MOTION** by Barb Swanson, seconded by Rea Bobula to adopt a policy re patron research. Motion unanimously approved.

Roxanne stated that she intends to schedule a meeting of the finance committee in the next several weeks to discuss several matters.

Lynn stated that she is going to discontinue story time due to lack of interest.

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Future Meetings: Board of Trustees meeting: March 20, 2023 at 6:00 PM.

President Erlandson called for a motion to adjourn. **MOTION** by Jean Holton, seconded by Barb Swanson to adjourn. The motion was unanimously approved and the meeting was adjourned at 7:08 pm.

Respectfully submitted,
Michael Erlandson
Temporary Recording Secretary