

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

Board of Trustees Meeting  
November 20, 2023  
Lori Johnson, Interim Recording Secretary

Present: Roxanne Bataitis, Marsha Rybicki, Diane Lucey, Lori Johnson, Jean Holton, Rea Bobula, Cheryl Scotty, Barb Swanson, Kathy Carlson, Mike Erlandson and Sue Erlandson

Excused: Lynn Grundstrom, Library Director

President Roxanne Bataitis called the meeting to order at 5:53 p.m.

Copies of the minutes from the board meeting held on September 25, 2023 as recorded by Lori Johnson were distributed via e-mail. A motion to approve the minutes was made by Mike Erlandson and seconded by Kathy Carlson.

President Roxanne Bataitis discussed Kalopy and the board will consider if it's feasible to contribute to the system budget for this.

**Treasurer's Report:** Cheryl reported the Craft Bazaar was very successful and several of the activities exceeded proceeds from the previous year. Mike informed the board of the procedure to request and obtain our funds from Maple Grove School District in 2024. Roxanne welcomed Cheryl back and reported she will no longer be serving as Interim Treasurer.

**Committee Reports:**

Correspondence: Kathy is in the process of sending thank you notes for recent memorial donations received for Joe Conti and MaryAnne Carlson.

Building and Grounds: Jean reported quotes she has received to date for repairs to the foundation. The board discussed the need to hire someone to replace the fluorescent light bulbs in the ceiling. Jean will work on this. Roxanne reported the insurance policy has been renewed with changes made to increase coverage for the building and contents.

HR and Finance: Roxanne discussed the need for the board to determine procedures that would accompany any changes to financial policy. Roxanne distributed a prospective 2024 budget for the board to review and discuss.

Grants: Mike discussed the grant he is writing to the Community Foundation for \$4,000. This can be combined with \$4,000 from the budget to use towards replacing computers.

Fundraising: Barb thanked everyone who helped with the Craft Bazaar. She was very grateful for all their work to make it a success.

**Old Business:** The protocol for answering the phone after the security system alarm is triggered was discussed.

**New Business:** There was no new business.

The next board meeting will be determined with a date in December 2023 or January 2024.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,  
Lori Johnson  
Interim Secretary