

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

Board of Trustees Meeting  
September 25, 2023  
Lori Johnson, Interim Recording Secretary

Present: Roxanne Bataitis, Marsha Rybicki, Diane Lucey, Lori Johnson, Jean Holton, Rea Bobula, Cheryl Scotty, Barb Swanson, Mike and Sue Erlandson (by phone) and Library Director, Lynn Grundstrom.

Excused: Kathy Carlson

President Bataitis called the meeting to order at 6:01 pm.

Copies of the minutes from the board meeting held on July 17, 2023 as recorded by Lori Johnson and distributed via e-mail were redistributed as needed and reviewed.

**Librarian's Report:** Lynn reviewed the Directors Report and answered any questions. She has submitted the grant to Cummins for shelves, carpet and end cap signage. The Library System meeting will be held Wednesday, Oct. 11 in Ellicottville. Reservations are required for those attending. Lynn stated that Sexual Harassment training needs to be completed. A group training will be available Oct. 21 and Oct. 28. The training can also be completed online.

**Treasurer's Report:** Roxanne distributed and discussed the Profits and Loss report for August and the July and August Operating Funds Receipts and Year-End Projections.

**Committee Reports:**

Building and Grounds: A reminder was made to the group to enter through the back door after hours and enter individual security codes in the security system. Lynn discussed security cameras and possible interior locations. The new back door needs to be adjusted to close more quickly. Possible improvements for the roadside library sign will continue to be looked into.

HR and Finance: The committee will meet Monday, October 16 at 9:00 a.m.

Grants: Mike discussed the vestibule grant funds and reported a decision will be made in October for the funds. John Wojciechowicz will assist with writing grants.

Fund Raising/Development: Barb reported nine tables are left to sell for the fall bazaar on November 11. Plans were made for selling lunches, raffle tickets, etc. A workshop meeting for additional planning will be held later if necessary.

**Old Business:** The current library insurance policy was discussed and it was agreed to eliminate the Board Liability from the policy.

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

The next board meeting will be November 20, 2023 at 6:00 p.m.

Diane made a motion to adjourn. Barb seconded the motion. The motion passed and the meeting was adjourned at 7:02 p.m.

Respectfully submitted,  
Lori Johnson  
Interim Secretary