

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

Board of Trustees Meeting

May 22, 2023

Minutes as recorded by

Lori Johnson, Interim Recording Secretary

Present: Roxanne Bataitis, Mike Erlandson, Marsha Rybicki, Kathy Carlson, Diane Lucey, Lori Johnson, Jean Holton (Virtually) and Library Director, Lynn Grundstrom.

Excused: Cheryl Scotty, Barb Swanson and Rea Bobula

President Bataitis called the meeting to order at 6:04 pm.

Copies of the minutes from the board meeting held on March 20, 2023 as recorded by Lori Johnson and distributed via e-mail were redistributed as needed and reviewed. Mike Erlandson made a motion to approve the minutes as distributed and Kathy Carlson seconded the motion. The motion to accept the minutes was unanimously approved.

President Roxanne Bataitis reported that the vote for Proposition 259 was a big success and expressed much appreciation and gratitude for the efforts put forth by board members to inform voters about the proposition.

Librarian's Report: Lynn reviewed the Directors Report and answered any questions. She noted that the March circulation was up. The Directors Report will be available the first Saturday of the month. Tentative dates for the Summer Reading Program are July 17 - August 12. There was discussion of possible ways to draw more people to library programs, as well as the possibility of creating an outdoor area in back for children's activities. The Book Club will meet the last Friday of each month at 2:00. A Knit and Crochet for Charity will be held on Saturday, June 10. A Father and Son event will be held June 24 at 11:00. Lynn reported that the mouse deterrent currently seems to be working. Ants are a problem and consideration of a pest control company was discussed if it continues. A motion to accept the report was made by Mike and seconded by Diane. The motion was unanimously approved.

Library Operations: The use of Slack was discussed as a group communication method. A possible Summer Open House to thank supporters was discussed as well as possibly offering free chips or ice cream at the book sale to show our appreciation. There was discussion of procedures for Thank You notes for donations and procedures for keeping track of donations designated for specific purposes. A workshop meeting for the Book Sale will be scheduled with a date to be determined.

Treasurer's Report: Roxanne reported that Cheryl is currently not able to perform her duties as Treasurer due to illness and that she is willing to serve as Interim Treasurer during this time. Roxanne stated the Lori has agreed to review the bank statement and expenses in conjunction with her. Mike made a motion to accept Roxanne as Interim Treasurer and it was seconded by Kathy. The motion was unanimously approved. Roxanne reported that Key Bank accounts are now closed and new accounts have been opened at Lake Shore Savings Bank. It was also reported that the township funds have come in. It was discussed to move payroll to the submitting date. Mike made a motion to accept the Treasurer's Report and Marsha seconded it. The motion was unanimously approved.

Committee Reports:

Building and Grounds: Jean reported she discussed the foundation and information from a contractor regarding work to be done and cost. She talked with a contractor about repair work on the roof and storm door. The roof is a priority. The list of items from the inspection will be looked at.

Public Relations and Marketing: The Open House, Volunteer Recognition will be under Public Relations and Marketing

HR and Finance: The committee will meet to discuss budgets for projects. A summary budget will be posted to the website.

Grants: Lynn suggested contacting the Community Foundation for grants.

Fund Raising/Development: A tent is scheduled with Jamestown Awning for the Book Sale in July. A spaghetti dinner will be held in August with the date to be determined. The Craft Bazaar will be held November 11.

Old Business: Congratulations on the passing of Proposition 259 in the recent vote of the School Board budget. Lynn is working on the Annual Report documentation. The Financial Policy will be looked at to see what needs to be added or changed with the policies.

New Business: There was no new business.

The next board meeting will be July 17, 2023 at 6:00 p.m.

Marsha made a motion to adjourn. Jean seconded the motion. The motion passed and the meeting was adjourned at 7:30 p.m.

Respectfully submitted,
Lori Johnson
Interim Secretary