

Fenton Free Library Board of Directors Meeting- June 27, 2023- 5:00 PM

Tom Tiffany called the meeting to order at 5 PM

Attendance: Korin Spencer, Tom Tiffany, Melissa Weber, Jonathan Hussar, Jason Aurelio, Sue Newcomb, Shawn Wolbert, Mary Connors, Gretchen Grunder, Brady Begeal, John Mastronardi

1. Secretary's Report

- a. Approval of May 23rd, 2023 meeting minutes. Motion: Sue, Second: Jonathan; Motion carried.

2. Treasurer's Report:

- a. Wages portion of treasurer's report may be off. Possible issue with Paychex billing the Library twice for each cleaning payment. Shawn will look into it but needs to be authorized on the account.
- b. Motion to approve May Debit Card Transactions as presented. Motion: Brady, Second: Jason; Motion Carried.
- c. Motion to approve May Financial Report as presented. Motion: Jason, Second: Jonathan; Motion Carried.

3. Director's Report

- a. 5K Race- Very successful, current profit total at \$4,293. Should continue under the new director as it is the biggest fundraiser of the year.
- b. Summer Reading Program- Sign up is on June 28th. Destinations include Nathaniel Cole Park, Cones in Port Crane, Recreation Park, Chenango Valley State Park and the Binghamton Airport. Program will end August 9th.
- c. Korin's Resignation- will use up "owed" hours to train replacement, come in to open mail, and do bill paying and deposits until replacement starts.
- d. Debi will be out from mid-August to beginning of September. Joni is able to substitute for her as needed for Storytime, Barnyard Buddies, etc., as she is already background-checked and on payroll.

4. Building and Grounds Report

- a. Stone caps on outside of addition have been repaired by the Town of Fenton.
- b. Woodchuck issue under shed- Town of Fenton is going to hire a pest-control person.
- c. Bryant Heating and Cooling is servicing the HVAC system. The bills for Bryant and Sentry came back to the Library from the Town. Need to return to Library/Town of Fenton agreement following hiring of new director.
- d. The lift passed inspection and was approved. Certificate was received.

5. Grant Activity for New and Existing Programs

- a. Capital Projects
 - i. Outside capital projects have been completed with the ramp project costing the library a total of \$429.
 - ii. Security Upgrade project is waiting on a certificate of insurance coverage to move forward. Once received, the contract will be re-submitted and the funds will be requested. The contract has been signed for Phase I.
 - iii. Interior Painting- received a very high quote but will pursue additional quotes.
- b. Program Funding

- i. Senior Wellness- Financially solvent but will have to decide if it goes into the budget in coming years because we will eventually tap out grant resources.
 - ii. Children’s Literacy programs- did not get United Way Grant but year-to-date expenses for all programs are under what was budgeted.
 - iii. Booked Program- covered with a surplus
 - c. Grants- Overall, most programs do not need funding so Gretchen will save some grant avenues for the future.
- 6. Old Business
 - a. Director Search- Over 60 applicants, committee followed up with 8 candidates and are interviewing 5 individuals.
 - i. Committee will schedule in-person interviews with the top two candidates and have the staff involved. Then, Board will hold a special meeting to meet the final candidate and make a formal offer. Then, candidate will need to fill out application and consent to background check.

7. **Adjournment-**

Next Meetings: Tuesday, July 25th, 2023 at 5 PM

Motion to adjourn: Jason, Second: Jonathan; Motion Carried. Meeting was adjourned at 6:02 PM.