

Fenton Free Library Board of Directors Meeting- September 26, 2023- 5:00 PM

Tom Tiffany called the meeting to order at 5 PM

Attendance: Leslie Weigand, Tom Tiffany, Melissa Weber, Jonathan Hussar, Shawn Wolbert, Mary Connors, Gretchen Grunder, Jason Aurelio, Brady Begeal. Absent: Sue Newcomb, John Mastronardi

1. Secretary's Report

- a. Motion to approve the meeting minutes of the July 25, 2023 regular meeting and the August 22nd officers meeting. Motion: Shawn, Second: Mary; Motion carried.

2. Treasurer's Report:

- a. Motion to approve the July debit card transactions and July financial report as presented. Motion: Brady, Second: Jason; Motion Carried.
- b. Motion to approve August debit card transactions and August financial report as presented. Motion: Mary, Second: Jonathan; Motion Carried.
- c. Ledger issue- as of July, there is a negative balance in Aplos program for the undesignated general fund. Aplos was contacted and issue is due to the accounts not being funded properly when created in 2017.
 - i. No funds are actually missing, just misallocated across different funds
 - ii. Will have to estimate what balances of each fund should be and make changes with notations rather than input every transaction dating back to 2017.

3. Director's Report

- a. Recent Fundraising and events
 - i. Cornstalks- Currently selling
 - ii. Port Dickinson Fall Festival- Profit of about \$300
 - iii. Krispy Kreme Donut Sale- pick up is October 21st
 - iv. The Great Giveback- will collect donations for Catherine's Cupboard food pantry the week of October 17th.
- b. Overdrive- 4CLS is implementing a phase-in plan to increase fee for digital content and increase the digital content available at each library. Currently, the yearly fee is \$50. Will increase to \$546 next year and should be included in the 2024 budget.
- c. Town of Fenton meeting- Town has agreed to cover pest control bills and would like to split Sentry Bill. Would also like to feature town information on the library's electronic sign.
- d. Website update- the search engine problem has been fixed and the new website is featured on the Town of Fenton website and the 4CLS sites.
 - i. Will add a donation button linked to a PayPal account
- e. Debit card to be issued to Trudy to purchase books for library collection

4. Building and Grounds

- a. Capital Projects
 - i. Phase 1 of the security system upgrade will begin on October 9th
 - ii. Received 2 bids for the circulation desk redesign. Kitchen storage project came in under budget so might be able to spend more on desk redesign.
 - iii. Interior painting- received 3 bids. Straight Line Painting did a great job on front door project and would charge \$45/hour for interior project.

1. Tioga Downs grant could potentially cover project along with carpet cleaning.
5. Grant Activities for New and Existing Programs
 - a. Programs are adequately funded through the end of the year and some have excess funds
 - b. Senior Wellness- Survey showed most participants are very satisfied with the program but wish that it was more frequent.
 6. New Business
 - a. Tom will be cycling off the board in December, leaving another empty seat.
 - b. Will need to hold a budget meeting soon.
 - c. Volunteer Appreciation event will be Monday, December 18th at 4:30
 7. **Adjournment-**
Next Meetings: Tuesday, October 24th, 2023 at 5:30 PM
Motion to adjourn: Jonathan, Second: Jason; Motion Carried. Meeting was adjourned at 6:14PM.