

## **Fenton Free Library Board of Trustees Meeting- December 18, 2023- 4:30 PM**

Tom Tiffany called the meeting to order at 4:30 PM

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

### **1. Secretary's Report**

- a. Motion to approve the meeting minutes of the November 28, 2023 board meeting.  
Motion: Jason, Second: Jonathan; Motion Carried

### **2. Treasurer's Report:**

- a. Continuing to verify employee withholdings for 2023 to ensure budget amount for 2024 is correct
- b. Unexplained internet transfer of \$10,000 corrected
- c. Motion to approve the November debit card transactions and November financial reports as presented. Motion: Brady, Second: Sue; Motion Carried

### **3. Director's Report**

- a. Tree lighting update- very successful, raffle baskets raised about \$1,300
- b. Toy Sale update- huge turnout for the sale, profit of \$2,068
- c. Community Space Policy- for now, offering the space for rent in a limited capacity only for celebrations.
  - i. Must be consistent on the issue
  - ii. Too much rental income could jeopardize status as a 501(c).
- d. Blood Drive Planned for February
- e. Leslie requests to carry over one week of vacation time, which has been allowed for other employees in the past. Motion to approve Leslie's carryover of one week of vacation time to be scheduled by March 2024. Motion: Jonathan, Second: Brady; Motion Carried

### **4. Building and Grounds Update**

- i. FFL/Town of Fenton agreement has been agreed to and signed by all parties.
- ii. Town of Fenton to replace second floor lighting and upgrade attic electric. Town Water Department will replace water filters throughout building.
- iii. HVAC- Town of Fenton has not agreed to pay for a bi-annual service agreement
- iv. Carpets were recently cleaned using Tioga Downs Grant funds.

### **5. Grant Activities for New and Existing Programs**

- a. Received Tioga Downs grant in the amount of \$7,000.
- b. Trying to secure funding for Senior Wellness through a United Way grant. Will be asking for the entire amount (\$4,800) that is budgeted for the program in 2024.
- c. Leslie plans to apply for a few small 4CLS grants.
- d. Will be receiving \$1,250 from an initiative by Assemblyman Joe Angelino.

### **6. Old Business**

- a. Motion to approve 2024 FFL Board of Directors Officer positions as follows: President: Melissa Weber; Vice President: Jonathan Hussar; Treasurer: Shawn Wolbert; Secretary: Mary Connors. Motion: Shawn, Second: Jason; Motion Carried.

### **7. Adjournment-**

Next Meetings: Tuesday, January 23<sup>rd</sup>, 2024 at 5 PM

Motion to adjourn: Jonathan, Second: Brady; Motion Carried. Meeting was adjourned at 5:43 PM.