

Fenton Free Library Board of Trustees Meeting - 26 March 2024

President Melissa Weber called the meeting to order at 5:00 PM.

Attendance: Jason Aurelio, Brady Begeal, Mary Connors, Gretchen Grunder, Jonathan Hussar, Vanessa Moschak, Sue Newcomb, Melissa Weber, and Shawn Wolbert. Leslie Weigand and John Mastronardi attended via call-in. Michael Mattick was absent as had been notified.

1. Secretary's Report

- a. Motion to approve the minutes of the February 27, 2024 board meeting. Motion: Shawn, Second: Sue; Motion Carried

2. Treasurer's Report: - Shawn

- a. Shawn noted that the spring Krispy Kreme fundraiser was a delicious success bringing in a profit of \$1433.
- b. Motion to approve the February debit card transactions and February financial reports as presented. Motion: Jason; Second: Jonathan; Motion Carried

3. Director's Report – Leslie

- a. Although there have been some participants dropping out of the Vendor market, all open spots have been filled from the wait list. The Vendor market will be held on Saturday, April 20 from 10am-2pm. Registration fees alone will generate at least \$1000.
 - a.i. The library will be selling the newly designed tote bags at the Vendor market for \$15 each. The purchase of a tote bag includes the option, for only an additional \$3, to fill it with books available for sale. Staff will also use this opportunity to encourage attendees to sign up for a library card.
 - a.ii. Sponsorship forms and Race entry forms for the FFL 5K will be available at the Vendor Market. Gretchen will ensure the RunSignup website will be operational by then for those who prefer to sign up online.
- b. The list of potential donors for the FFL 5K on Saturday, June 1, 2024, was circulated to ensure all are contacted by a Board member. Board members are encouraged to solicit more potential donors for the list. Sponsorship forms with return envelopes were available at the meeting for distribution.
 - b.i. Gretchen advised that a significant cost savings would be to substitute something less expensive in place of the balloon arch to designate the Finish Line. Perhaps blowing up our own balloons or purchasing some type of advertising feather flag or waving tube man that could be stored and used in the future.
 - b.ii. Gretchen offered to have a run-through of the race operations with designated volunteers prior to the race since she and her family will be unavailable on race day to provide oversight and assistance.

4. Building and Grounds Update

- a. Interior painting by Straightline Painting is continuing. Gene will be doing the Circulation Desk area as well as areas upstairs.
- b. Gretchen will contact Sean Keough at Hillcrest Lawn Care to begin the spring cleanup and mulching. Additional weed barriers, e.g., cardboard, may be needed in some of the weedier areas. Effort will be limited to under the \$500 budgeted amount.
- c. Leslie has received 2 bids for the automatic door actuators; both in the \$10K

range, not including electrical work. The bids need to be reviewed to ensure they include consideration of 'prevailing wage' requirements for this project.

5. Grant Activities for New and Existing Programs

- a. Gretchen noted that there have been no new additions to the Grant Writing Summary document since last month. Some recent grant status updates to report are as follows:
 - a.i. \$1000 from Visions Cares for Senior Wellness was received.
 - a.ii. \$1250 from M&T Charitable Foundation has been approved; securing \$2500 in total for Summer Reading.
 - a.iii. \$7500 request to United Way for the Adult Changing Table has been submitted.
- b. Leslie's grant through the Four County Library System Outreach program will cover the cost of the instructor (Tina) for the Making Yoga Accessible to Everyone program.
 - b.i. Note that this program is open to anyone experiencing health or movement limitations. The program was announced to members of Senior Wellness on Monday. More information will be distributed to them and others next week.
- c. Gretchen announced that the FFL website now includes a link to all grants received since 2019. This impressive sum of \$859,714 reflects approximately a 65-70% hit rate!

6. Old Business

- a. The By-Laws, last approved in February 2014 and recently updated by the Policy and By-Laws Committee, were reviewed. Several recommended edits and additions were made based on Brady's detailed email. Mary will send Brady an editable version so he can add a statement to Article IV. as Item 7. concerning "Removal of Trustees".
 - a.i. Since there is no urgency, the By-Laws will be revisited next month for approval.

7. New Business

- a. The Scholarship Committee will need to meet before the end of April to review applications. Names of the two winners need to be submitted to the CVCS D by May 3.
 - a.i. Monies will need to be moved from General Funds to the Student Scholarship Fund to cover the two \$500 scholarships.
- b. Reminder that the CVCS D Budget Vote will be Tuesday, May 21, 2024.

8. Adjournment

Motion to adjourn: Jonathan; Second: Brady; Motion Carried. Meeting was adjourned at 5:50 PM.

9. Next Meeting

Tuesday, April 23rd, 2024 at 5 PM

Respectfully Submitted, Mary Connors, Secretary