

DRAFT

Fenton Free Library Board of Trustees Meeting – Wednesday, 18 December 2024

Following the Volunteer Appreciation event hosted by library staff, President Melissa Weber called the meeting to order at 5:00 PM in the Barn.

Attendance: Jason Aurelio, Brady Begeal, Kendra Bowman, Mary Connors, Gretchen Grunder, Jonathan Hussar, John Mastronardi, Michael Mattick, Vanessa Moschak, Melissa Weber, Leslie Weigand, and Shawn Wolbert.

Matt Conlon, a prospective Board member, attended the meeting as a guest.

Announcement: Holiday hours were reviewed. Closed 12/24 and 12/25; Closing at 4:00PM on 12/31; Closed 1/1/2025.

1. Secretary's Report

- a. Motion requested to approve the minutes of the November 25, 2024, Board meeting. Motion: Shawn, Second: Jonathan; Motion Carried.

2. Treasurer's Report

- a. Shawn provided the Treasurer's Report and the Financials report as of November 30, 2024.
 - a.i. Shawn identified all normal expenditures in the debit card transactions for November.
 - a.ii. Shawn noted that income continues to exceed the budgeted expectations!
 - a.iii. The library "has utilized 91% of its [2024] expense budget".
- b. Motion requested to approve the November Debit Card Transactions and November Financials reports. Motion: John, Second: Mike; Motion Carried.

3. Director's Report – Leslie

- a. Barnes & Noble event raised approximately \$1600. We reached the 10% bracket for over \$10,000 in sales that day!
- b. The Tree Lighting was not as well attended as previous years most likely due to the extreme cold of that evening, but we still raised approximately \$1400 on raffle baskets.
- c. We did not receive a grant from Tioga Downs which we had earmarked for the new position.
 - c.i. Options to fund this needed position would be to pursue other grants and/or utilize money in reserve accounts.
 - c.ii. \$3950 of the \$10710 expense is already in the budget.
- d. The Microsoft Suite, which is about to expire, will be renewed.

4. Building and Grounds Update

N/A

5. Grant Activities for New and Existing Programs

- a. Gretchen anticipates requesting money from Broome County Community Beautification to complete the TerraCycle Shed Extension.
- b. Tioga Downs will accept new requests starting early in 2025.
- c. Gretchen will close out the NYS grant in January by submitting pictures as proof of the project completion.

6. Old Business

- a. Brady stated that all evaluations had been received.
 - a.i. He will compile a spreadsheet of results to be reviewed at the January meeting.

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7. New Business

- a. Jason announced that the Nominating Committee recommends Matthew Conlon for the open Board position to begin on January 1, 2025.
 - a.i. A motion was made by Shawn to approve Matthew Conlon as a Board member effective January 1, 2025; Seconded by John; Motion Carried.
- b. With approval of Matt, the current number of Board members will be 9 as of January 1, 2025. After discussion it was recommended that this was an optimal number and no additional Board members would be needed at this time.
 - b.i. In order to support this decision, a motion was made by John to modify the By-Laws to require 9 (nine) Board members; Seconded by Jonathan; Motion Carried.
- c. Per the By-Laws, the Slate of Officers needs to be elected each year.
 - c.i. A motion was made by Vanessa that all 2024 officers continue for 2025; Seconded by Jason; Motion Carried.
 - c.ii. 2025 Officers:
Melissa Weber, President
Jonathan Hussar, Vice-President
Shawn Wolbert, Treasurer
Mary Connors, Secretary
- d. A list of important 2025 FFL dates was distributed. Meeting dates have also been updated on the website.
- e. The CV School District Tax Ballot request is ready and due by early February 2025. A vote to submit will be taken at the January 2025 meeting.

8. Adjournment

Motion to adjourn: Jason; Second: John (their last official acts as retiring Board members); Motion Carried. Meeting was adjourned at 5:35 PM.
Thank you to John and Jason for their many years of service to the library as Board Members.

9. Next Meeting

Tuesday, January 28, 2025, at 5:00 PM.

Respectfully Submitted,
Mary Connors, Secretary