

Draft

Fenton Free Library Board of Trustees Meeting- March 25, 2025- 5:00 PM

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

Attendance: Brady Begeal, Kendra Bowman, Matthew Conlon, Gretchen Grunder, Vanessa Moschak, Melissa Weber, and Leslie Weigand.

Approved Absence: Mary Connors, Michael Mattick, and Jonathan Hussar

1. Secretary's Report

- a. Motion requested to approve the minutes of the February 25, 2025, Board meeting.
Motion: Brady, Second: Matthew; Motion Carried

2. Treasurer's Report:

- a. The Treasurer's Report was presented by Kendra, Assistant Treasurer.
 - i. No irregularities were noted this month.
 - ii. NYS Senate and Assembly grants were received in February
 - iii. Krispy Kreme fundraising revenues and expenses were nearly identical to that of 2024.
- b. Motion requested to approve the February 2025 Debit Card Transactions and February 2025 Financial Reports. Motion: Brady, Second: Kendra; Motion Carried

3. Director's Report

- a. Fundraiser updates
 - i. Apparel Sale: ordering timeframe has concluded. The sales were not as high as hoped but expect that the next sale will be more successful as patrons see others wearing the shirts.
 1. Some profits were reinvested to purchase shirts to sell at the upcoming vendor market.
 - ii. Vendor Market: All spots are filled and \$1,835 in vendor fees have been received to date.
 - iii. Flower Fundraiser: Leslie has chosen to use Shaefer Gardens and to only sell hanging baskets. The sale opens April 10th and baskets are priced between \$30-\$35.
 - iv. Library 5K: \$1,475 in sponsorships have been received so far with the deadline for Olympic Sponsorships approaching on Friday, April 4th. Board members are encouraged to continue seeking sponsorships and can accept merchandise, gift cards, etc. to be used as prizes in lieu of monetary sponsorships.
- b. Automation Fees through 4CLS will be increasing substantially. 4CLS presented different options, the "best case" scenario being that member libraries would pay 75% of their respective fees and 4CLS could cover the remaining 25%. In 2026, the automation fee for FFL would increase 10% for a cost of \$10,419, up from \$9,472 in 2025. It will continue to rise each year for a cost of \$11,054 in 2028.
 - i. The cause of this increase is stagnating state and federal funding for libraries and widespread increases in costs of goods and services.

- ii. Leslie feels the increases are reasonable given how reliant all member libraries are on the automation services and 4CLS' plan to pay 25% of the costs.
- c. Library Week (April 6th-12th) and Volunteer Week (April 21st-26th) are approaching. In addition to typical celebratory activities, Leslie plans to have patrons who purchased library shirts model for social media. Volunteer spotlights are also planned.

4. Building and Grounds Update

- a. Actuators on "Barn Doors" are fully installed and functional.
- b. Plans for TerraCycle are progressing. The items that will be recyclable include razors, baby food pouches and caps, juice pouches, toothpaste tubes, and other dental care containers, in addition to others.

5. Grant Activities for New and Existing Programs

- a. The Library received the funds from the Community Foundation for the TerraCycle project.
- b. Gretchen applied to Dollar General for a Summer Reading Grant and should hear back in April. She also completed a grant application with Tioga State Bank for \$1,800 for Adaptive Yoga and is working on a Walmart Spark Good application to potentially fund Booked and the new teen program anticipated to begin in the Fall.

6. Old Business

- a. The Board Succession Committee met with long-time patron Cassandra Holdridge and felt her involvement in the library and background in non-profit management and public relations would make her a good fit for the Board.
 - i. Motion requested to approve Cassandra Holdridge as a new board member to fill Shawn Wolbert's unexpired term (2025-2027). Motion: Vanessa, Second: Brady; Motion Carried.
- b. Melissa will revise the committee lists to reflect the changes to the board and will email that out with the breakdown of which policies are still needed by committees.
- c. The Library's tax levy proposition went before the Chenango Valley Board of Education and was approved. Voting will take place on Tuesday, May 20th

7. New Business

- a. The estate planning seminar held earlier this week at the library was very successful. Another seminar is planned for May.

8. Adjournment-

Next Meetings: Tuesday, April 29th, 2025 at 5 PM

Motion to adjourn: Brady, Second: Vanessa; Motion Carried. Meeting was adjourned at 5:42 PM.