

Fenton Free Library Board of Trustees Meeting – Tuesday, 22 July 2025

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

Attendance: Kendra Bowman, Matthew Conlon, Mary Connors, Gretchen Grunder, Michael Mattick, Vanessa Moschak, Melissa Weber, and Leslie Weigand.

Via Call-In: Cassie Holdridge

Approved Absence: Brady Begeal, Jonathan Hussar

1. Secretary's Report

- a. Motion requested to approve the minutes of the June 24, 2025, Board meeting. Motion: Mike; Second: Matt; Motion Carried.

2. Treasurer's Report

- a. Mike provided the Treasurer's Report and the Financials report as of June 30, 2025.
 - a.i. Debit Card Transactions show nothing out of the ordinary. Costco purchase was made by Jane for Summer Reading.
 - a.i.1. Note that fewer items are listed this month as Amazon expenditures are now billed monthly with one invoice.
 - a.ii. Net loss of income is consistent with June 2024. We continue to be financially comparable year-to-year.
 - a.iii. Mike was able to increase the interest rate on the Money Market savings account to 3.5% compared to 0.5% in June. He will continue to investigate options to further "maximize the return on our savings".
- b. The Finance Committee was unable to meet in June, but have scheduled a meeting for Monday, August 4, 2025 at 3:00 PM.
- c. It was agreed to schedule a budget planning meeting for Thursday, August 28, 2025, at 5:00 PM at Mike's office. All interested Board members are invited.
 - c.i. The Finance Committee needs to generate a new Chart of Accounts in order to set up the new budget.
 - c.ii. Note that two systems will be in use for 2026 due to the process involved in replacing Aplos with QuickBooks.
 - c.iii. Melissa reminded everyone that the budget needs to be in place in order to generate the NYS Comptroller's Tax Levy Report which is due mid-October.
- d. Motion requested to approve the June 2025 Debit Card Transactions and June 2025 Financials reports. Motion: Matt, Second: Kendra; Motion Carried.

3. Director's Report – Leslie

- a. Summer Reading registration was held on Wednesday, July 9, with 200 registrations (so far). Week 1 was held at Arnold Park with approximately 80 in attendance. Week 2 will be tomorrow at Recreation Park in Binghamton.
- b. Leslie reported that Terra Cycle is up and running with a good response. She may look into expanding the program at some point in the future.
 - b.i. We spent just over \$2500 (Community Foundation Library Grant). Money not used from the Broome County Beautification grant will be used for other landscaping needs around the library.
- c. Leslie announced that all spots for the Fall Vendor Event on Saturday, October 4, 2025, have been filled. She is looking for more food trucks.

4. Building and Grounds Update

- a. The cabinets have been installed in the Barn. They match the décor nicely and will provide needed storage options.
- b. Planting of a viburnum tree will complete the landscaping project. The extra mulch will be distributed around the grounds.

5. Grant Activities for New and Existing Programs

- a. Gretchen increased the request to the M&T Charitable Foundation to \$1500 for support of the Booked/Teen program. Amount is pending.
- b. Gretchen and Leslie need to discuss options and determine an appropriate submittal for requesting the Tioga Downs Community Foundation grant this year since our previous request was unexpectedly declined.

6. Old Business

- a. A meeting was held on July 9 to discuss the Long Range Plan. Melissa will have a draft version available for review at the September meeting.
- b. Melissa reminded people of their volunteer time slots for the upcoming Barnes & Noble Book Fair fundraising event on Saturday, August 16, 2025. A few late slots are still open.

7. New Business

- a. The Budget planning meeting has been set for Thursday, August 28, 2025, at 5:00 PM at Mike's office for all interested Board members.

8. Adjournment

Motion to adjourn: Mike; Second: Vanessa; Motion Carried. Meeting was adjourned at 5:35 PM.

9. Next Meeting

Tuesday, September 23, 2025, at 5:00 PM. (There will be no meeting in August.)

Respectfully Submitted,
Mary Connors, Secretary