

Unadilla Public Library  
Regular Board Meeting  
Date: February 20, 2023

**Call to Order:** President Susan Barnhart called the meeting to order at 6:40 p.m.

**Trustees Present:** Susan Barnhart, Lois Baldwin, David Lapointe, Barbara Lennon

**Absent:** Beth Baldwin

**Others Present:** Library Director Irene Murphy

**Past Minutes:** February 20, 2023 with corrections discussed at meeting. Motioned to approve by Barb Lennon, seconded by David Lapointe.

**Financial Report:** Abstract #10/Voucher #31 Unadilla Dinner (L7410.480) Easter prizes \$65.00; Voucher #32 Donna's Home Treats (L7410.480) Easter prizes \$64.00; Voucher #33 Village Variety (L7410.480) Easter prizes \$71.00; Voucher #34 Four County Library System (L7410.411) gift processing \$80.00; Voucher # 34 The Spoon Man Inc. (L7410.480) program deposit \$80.00. Total of vouchers \$387.00 Motioned to approve by Barbara Lennon, seconded by David Lapointe.

**Treasurer's Report:** Motioned to approve by Lois Baldwin, seconded by Susan Barnhart.

**Bank Balances:**

NBT Checking (L200): \$33,315.23  
NBT Savings (L201): \$37,134.80  
CD SFCU Bequest II (L202): \$5,215.40  
CD SFCU Wright Fund (L203): \$3,346.52  
SFCU MMA/Savings (L204): \$4,635.29  
Grant Money (L205): -0-  
CD SFCU Friedman (L206): \$11,573.65  
CD SFCU Investment Fund (L207): \$20,175.43  
Principal amounts: Bequest I \$5,213.24  
Bequest III \$1,910.28  
Douglas \$5,006.90 (biography)  
Petty Cash (L210): \$30

CDs mature 5/22/25.

**Requests for Treasurer:** Please reconcile general ledger account L204 SFCU Money Management / Savings Accounts to the bank statement accounts. Also, please supply an abstract of unaudited vouchers for each library board meeting.

- Library trustees must complete two hours of training per year starting this year. Documentation of completion must be sent to the Library Board President.

**Director's Report:**

- Revenues—Total \$55.10. Prints \$18.40, Book Sales \$35.00, Donations \$1.70.
- January hours: Irene 56 (2 floating), Marc 56.
- E-Rate form has been received and filled out for 2023.
- The StoryWalk displays are being evaluated by BOCES to determine what materials are needed for repair.
- UV film has been obtained from the Village Variety. Chris Tuttle helped Irene get started on applying the film to the windows in the Halsey Room.
- Irene Murphy and Beth Baldwin are working on the annual report.
- Two new computers, which have been paid for by 4CLS from the American Rescue Plan Act grant, have been installed for patron use. The two old computers are upstairs in storage.
- Going to look into Directive's annual bill to see what we are paying for and see if our automation bill from 4CLS covers the same services.
- Need to look into a new way to order from Amazon. The Synchrony Bank/ Amazon is closing and we will not be able to use the Amazon Business Line of Credit anymore.
- Irene Murphy has received information from Teri Schunk at 4Towns Forward encouraging the Library to apply for grants. Ideas for programming were discussed.
- The Easter Egg hunt sponsored by the Library will be Saturday, April 1, 2023.
- 731 new books were processed in 2022. Irene did 212, and the rest were done by 4CLS.

**Next meeting:** Budget and annual report workshop 2/26/2023 at 2 p.m.  
Board meeting 3/20/23 at 6:30 p.m.

Respectfully submitted: Lois Baldwin, 3/20/2023