

Unadilla Public Library
Regular Board Meeting
Date: June 19, 2023

Call to Order: President Susan Barnhart called the meeting to order at 6:45 p.m.

Trustees Present: Susan Barnhart, Lois Baldwin, David Lapointe, Beth Baldwin

Absent: Barbara Lennon

Others Present: Library Director Irene Murphy, Unadilla Village Clerk-Treasurer Kelly Jones

Past Minutes: May 15, 2023. Motioned to approve by Susan Barnhart, seconded by David Lapointe.

Financial Report:

Abstract #13/Voucher #44 SYNCB/Amazon (L7410.410) Books \$5.33; Voucher #45 SYNCB/Amazon (L7410.412) Videos \$137.71. Total of Abstract #13 vouchers \$143.04.

Abstract#1/Voucher #1 Utica National Insurance Group (L7410.490) Commercial and Auto insurance \$3,319.15; Voucher #2 Four County Library System (L7410.411) April 2023--processing 36 books \$36.00, May 2023--processing 3 books \$3.00; Voucher #3 Village Variety (L7410.460) post anchor and smoke detector \$91.78; Voucher #4 The Daily Star (L7410.403) 52 week subscription \$301.99; Voucher #5 Irene Murphy (L7410.410) 18 Scholastic books \$99.91, (L7410.480) McDonalds toy cars for prizes \$15.00; Voucher #6 Science Plus, Inc. (L7410.480) In-person Great Collaboration programming (Dirtmeister) \$250.00; Voucher #7 SYNCB/Amazon (L7410.410) library books \$25.49. Total of Abstract #1 vouchers \$4,142.32.

Motioned to approve by David Lapointe, seconded by Susan Barnhart.

Treasurer's Report: Tabled

Bank Balances:

NBT Checking (L200): \$23,470.83
NBT Savings (L201): \$37,138.50
CD SFCU Bequest II (L202): \$5,256.15
CD SFCU Wright Fund (L203): \$3,372.66
SFCU MMA/Savings (L204): \$4,631.10
Grant Money (L205): \$0.02
CD SFCU Friedman (L206): \$11,664.06
CD SFCU Investment Fund (L207): \$20,333.04
Principal amounts: Bequest I \$5,213.24
Bequest III \$1,910.28
Douglas \$5,006.90 (for biographies)
Petty Cash (L210): \$30

CDs mature 5/22/25.

Requests for Treasurer: Please reconcile general ledger account L204 SFCU Money Management/Savings to the bank statement accounts.

Business:

- Beth Baldwin was appointed to the library board by President Susan Barnhart retroactive to June 1, 2023.
- Lois Baldwin was appointed Secretary of the library board by President Susan Barnhart effective June 19, 2023 through May 31, 2024.
- President Barnhart will ask the Village Clerk-Treasurer to share year-end reports that pertain to the Library with the library board.

Director's Report:

- Irene Murphy ordered a 52-week subscription of The Daily Star for the Unadilla Public Library.
- Irene Murphy sent the grant application to the Community Foundation of Unadilla asking for \$480 for programming. The Community Foundation will meet on June 28, 2023 to make a decision on the application.
- The annual brochure is completed and on the library's website. It will be posted to the library's Facebook page, as well.
- Irene Murphy has distributed the flyer on the library's summer public events to the Unatego Elementary School. The flyer was sent electronically to all students.
- Two computers that were previously maintained by Directive have been updated by the Four County Library System and are now back at the library. 4CLS will maintain the computers in the future.
- Kathy Ouimet donated a copy of her book on St. Matthew's Cemetery to the library.
- The insurance request form required by the Unatego Elementary School for the library's use of the school for summer programming has been completed and submitted.
- Library trustees are required to do two hours of training each calendar year.
- According to Matt White of BOCES, repair of the StoryWalk boards should be done by Friday, June 23, 2023.
- Irene Murphy ordered two Unatego High School yearbooks, one each for 2018 and 2019, that the library didn't have. The yearbooks were ordered from Teacher and Yearbook Advisor Noelle Holdredge at the cost of \$10 each. Starting in 2021, the yearbooks are donated by the Unatego Alumni Association to the library.
- Irene Murphy reported that the wording on the internet Terms of Agreement screen that comes up when logging on the computers came from the Four County Library System. This can be updated by the individual libraries.
- The Four County Library System Road Trip brochure is now available. All 43 libraries in the system (plus the bookmobile) will be participating. Library patrons will be given a brochure when they visit any library. Each library that the patron visits is then stamped

on their brochure. Prizes are given for the 10th, 20th, 30th, and 42nd library visited. The event runs from Saturday, July 1 through Saturday, September 2, 2023.

- Irene Murphy contacted Laurie at storylaurie.com for a Sybil Ludington event in October at the library. The date has not been confirmed.
- Clara Barnhart will be conducting a Creative Writing Workshop at the library on Wednesday, July 19 and 26 and August 2, 2023 from 6:00 p.m. to 7:30 p.m.
- Irene Murphy is planning on creating Bingo Boards for use with the library's summer programs.
- Revenues for May 2023—Total \$167.65. Prints \$4.20, Book Sales \$146.75, Donations \$16.70.
- A check was received from the Unadilla Community Chest for \$300.00 for Halloween and Easter events.
- May hours: Irene 55 (4 floating), Marc 58.

Additional Business:

- David Lapointe was appointed President of the library board by Susan Barnhart effective June 19, 2023 through May 31, 2024.

Next meeting: Board meeting July 17, 2023 at 6:30 p.m.

Motioned to Adjourn: 9:20 p.m. by Susan Barnhart, seconded by Lois Baldwin.

Respectfully submitted: Lois Baldwin, Secretary, July 17, 2023.