

Unadilla Public Library
Regular Board Meeting
Date: September 18, 2023

Call to Order: President David Lapointe called the meeting to order at 6:45 p.m.

Trustees Present: Susan Barnhart, David Lapointe, Beth Baldwin, Barbara Lennon

Absent: Lois Baldwin

Others Present: Library Director Irene Murphy

Past Minutes: Tabled - not available.

Financial Report: Abstract #4/Voucher #29 Irene Murphy (L7410.402) \$19.47, K-cups.

Voucher #29 Irene Murphy (L7410.405) \$26.40, book of stamps.

Voucher #30 Four County Library System (L7410.411) \$98.00, processing 98 books.

Voucher #30 Four County Library System (L7410.413) \$115, Research Center.

Voucher #30 Four County Library System (L7410.430) \$6.75, Yoda Library Cards.

Voucher #31 SYNCB/Amazon (L7410.460) \$16.48, Retro Tin Sign.

Voucher #32 SYNCB/Amazon (L7410.410) \$84.36, Books- Colleen Hoover.

Voucher #32 SYNCB/Amazon (L7410.430) \$12.99, book pockets.

Voucher #33 SYNCB/Amazon (L7410.430) \$113.68, brochure holders & Endust.

Total of Abstract #4 vouchers \$493.13. Motioned to approve by Barbara Lennon, seconded by Susan Barnhart.

Treasurer's Report: Motioned to approve by David Lapointe, seconded by Barbara Lennon.

Bank Balances:

NBT Checking (L200): \$12,209.23

NBT Savings (L201): \$37,140.35

CD SFCU Bequest II (L202): \$5,297.66

CD SFCU Wright Fund (L203): \$3,399.31

SFCU MMA/Savings (L204): \$4,636.92

Grant Money (L205): \$300.02

CD SFCU Friedman (L206): \$11,756.19

CD SFCU Investment Fund (L207): \$20,493.65

Principal amounts: Bequest I \$5,213.24

Bequest III \$1,910.28

Douglas \$5,006.90 (for biographies)

Petty Cash (L210): \$30

(CD's mature 5/22/25)

Requests for Treasurer: Per the trial balance, the payroll liability due to the village is still outstanding from several months ago. Please remit, as needed. Also, need an update on the library's Annual Update Document (AUD).

Business:

- Lois Baldwin had mentioned there were some Unadilla Times papers for sale at an Estate Sale. Irene Murphy will ask Jackie Carey about the papers.

Director's Report:

- Irene Murphy submitted the Summer Reading Report to 4CLS. There were 335 attendees over 9 programs. Will consider to do more craft programs next year.
- Irene Murphy mailed out the yearbook discs to Advantage Preservation to get digitized.
- The Road Trip program has been completed. There were a total of 167 visitors to the library, with 16 people starting at our library. Irene went on the road trip and was getting some ideas from other libraries. Would like to do a puzzle table.
- Reviewed different options for a new light outside the door to the library. Decided on an Amazon model that has a chain, since the other light already in the hallway has a chain. Irene will order it.
- Discussed the purchase of a new book drop for outside the library. Decided not to buy one for outside. There are not a lot of books being dropped off in the door slot.
- Reached out to John Spencer of Riverow Bookshop in Owego about doing an appraisal. Received a quote for an appraisal of certain books the library owns, such as the books in the Halsey room. The cost was \$1,750. Decided to wait and get another quote from someone else.
- Shared two different options for another survey to distribute in the community and at the elementary school. It was thought that this would help determine the library's short and long-term goals. The survey should be short and geared toward the community.
- Revenues received for August 2023 were \$36.65. Prints \$6.40, Book Sales \$27, Donations \$3.25.
- August 2023 hours: Irene - 72, Marc - 61.5.
- Discussed among the group and decided not to have a book sale during the Autumn Fest at Johnson's Farm on September 24th. We don't have a spot in the tent and the weather is calling for rain. Also, we didn't sell a lot last year.

Next meeting: October 16, 2023 at 6:30 p.m.

Motioned to Adjourn: 8:40 p.m. by Beth Baldwin. Seconded David Lapointe.

Respectfully submitted: Irene Murphy, October 6, 2023.