

Unadilla Public Library
Regular Board Meeting
Date: October 16, 2023

Call to Order: President David Lapointe called the meeting to order at 6:40 p.m.

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

Absent:

Others Present: Library Director Irene Murphy

Past Minutes: September 18, 2023. Motioned to approve by Barbara Lennon, seconded by David Lapointe.

Financial Report: Abstract #5/Voucher #34 Advantage Archives, LLC (L7410.460) \$974.05, digitize Unategan yearbooks.

Voucher #35 SYNCB/Amazon (L7410.460) \$111.05, bronze schoolhouse light for hallway.

Voucher #36 SYNCB/Amazon (L7410.430) \$29.68, brochure holder.

Voucher #37 SYNCB/Amazon (L7410.410) \$13.77, Book.

Voucher #38 SYNCB/Amazon (L7410.410) \$4.95, Book.

Voucher #38 SYNCB/Amazon (L7410.410) \$10.38, Book.

Voucher #38 SYNCB/Amazon (L7410.410) \$8.82, Book.

Voucher #39 Village Variety (L7410.460) \$4.49, door chime battery.

Total of Abstract #5 vouchers \$1,157.19. Motioned to approve by Susan Barnhart, seconded by Barbara Lennon.

Treasurer's Report: Motioned to approve by Beth Baldwin, seconded by David Lapointe.

Bank Balances:

NBT Checking (L200): \$11,233.62

NBT Savings (L201): \$37,140.35

CD SFCU Bequest II (L202): \$5,339.97

CD SFCU Wright Fund (L203): \$3,426.46

SFCU MMA/Savings (L204): \$4,637.75

Grant Money (L205): \$300.02

CD SFCU Friedman (L206): \$11,850.08

CD SFCU Investment Fund (L207): \$20,657.31

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:

- Discussed making a new line on our budget for digitizing.
- Discussed transferring money from the NBT savings account to a short-term CD. Need more information on interest rates. David Lapointe will call NBT.
- Need to update the retention policy (i.e. the Collection Development Policy) to include The Daily Star newspaper.

Director's Report:

- Irene received a letter from SFCU about lack of activity on an account. Discussed ways to keep the account active. The next donation from Carol Bromer could go into the savings account to help keep the account active.
- Irene sent report to the Community Foundation of Unadilla showing that the grant award was used for the Spoon Man program.
- Irene contacted Laurie McIntosh (Story Laurie) and scheduled a tentative date of December 2nd for a program on Sybil Ludington and female heroes. Santa Saturday is planned for that day. It was decided to wait until next year in the spring to schedule Story Laurie. Irene needs to check on the fee for the program.
- Irene hosted a Solar Eclipse Event on Saturday, October 14th. 1 child & 3 adults came. Irene will have the event again April 24, 2024 when the next solar eclipse will happen.
- Irene wants to have a pumpkin painting event Saturday, October 28th.
- Irene plans to do an ornament craft for Santa Saturday on December 2nd.
- Irene discussed some other program ideas, such as therapy dogs and beekeeping.
- Discussed purchasing a free-standing cork board sign for the hallway.
- September 2023 hours: Irene – 51 (with 4hrs vacation), Marc – 57.5.
- Revenues received for September 2023 were \$18.60. Prints \$11.10, Book Sales \$1.00, Donations \$6.50.

Next meeting: November 13, 2023 at 6:30 p.m.

Motioned to Adjourn: 8:40 p.m. by David Lapointe. Seconded Susan Barnhart.

Respectfully submitted: Irene Murphy, November 4, 2023.