

Unadilla Public Library
Regular Board Meeting
Date: 12/15/2025

Call to Order: President David Lapointe called the meeting to order at 6:35 pm.

Trustees Present: Crystal Johnson, Barb Lennon, Absent: Sue Barnhart, Louise Lesh.

Others Present: Library Director Irene Murphy

Minutes: Motion to approve 11/17/25 minutes by Barb Lennon, second David Lapointe. Approved.

Financial Report: Abstract #7/Vouchers #35-37

Voucher #35 Advantage Archives LLC (L7410-440) \$2,047.40 Scan Yearbooks

Voucher #36 Amazon Capital Services (L7410.410) \$249.12 Books

Voucher #36 Amazon Capital Services (L7410.430) \$8.90 Office Supplies

Voucher #36 Amazon Capital Services (L7410.460) \$299.94 Library Maintenance (3 Rotating Bookcases)

Voucher #37 4CLS (L7410.411) \$9.00 Gift Processing

Motion to approve Financial Report by C Johnson, second by Barb Lennon, motion passed unanimously.

Treasurer's Report:

- Motion by C Johnson to let SFCU CD (L208) maturing on 12/16/25 (last balance of \$41,132.15) roll over for 91 days at 3% (rate stated on SFCU Rate sheet. Second by B Lennon. Approved.
- Board discussed holding the funds in the CDs maturing on 2/27/26 (L202, L203, L206, L207) in a money market account until L208 matures in March, then reinvest them all on the same day.
- Interest Rates discussed: Community Bank Money Market (L209) 2.55%, Community Bank Checking (L200) .03%. SFCU MMA/SVGS (L204) .07%.
- Motion to approve Treasurer's Report by D Lapointe, second by C Johnson, motion passed unanimously.
- The Library Fund Trial Balance sheet needs updating. References to NBT needs to be changed to Community Bank for L201 and L209. Request Kelly do this.

Bank Balances:

Community Bank Checking (L200):	\$25,212.80	
*CD SFCU Bequest II (L202):	\$5,703.43	
*CD SFCU Wright Fund (L203):	\$3,659.65	
SFCU MMA /Savings (L204):	\$4,644.34	
Grant Money (L205):	\$300.17	
*CD SFCU Friedman (L206):	\$12,656.61	
*CD SFCU Investment Fund (L207):	\$22,063.28	
Principal amounts: Bequest I	\$5,213.24	* (CDs mature 2/27/26)
Bequest III	\$1,910.28	** (CD matures 12/16/25)
Douglas	\$5,006.90 (biography fund)	
** CD SFCU (L208):	\$41,132.15	
Community Bank Money Market (L209):	\$19,272.64	
Petty Cash (L210):	\$30.00	

Old Business:

- Long and Short Term Goals for 2025-2030 to be discussed in January when all trustees present.
- The Chamber of Commerce would like to continue to meet in the library on the first Tuesday of the month from 8am to 9:30am until further notice. Jake Cotten will open the door.
- Program budget assessed. 6 Summer Programs (2 of which were double sessions) totaled \$3,475 of \$4,000 budget with 6 months left in the fiscal year. Next budget this amount needs to be evaluated.

New Business:

- David attended the Harris Library (Otego) Christmas Tea and basket raffle.
- The Board agreed to sign up for the following 2026 4CLS Services: Automation \$3612; Overdrive/Libby \$500; Movie Licensing \$189; Research Center \$115; Comics Plus (ages 3-10) \$100. We need to educate patrons these services exist and how to use them.

Director's Report:

- October 2025 \$166.95 Revenues received: (L2082) \$5.75 ongoing book sale; (L1255) \$9.80 prints; (L2765) \$151.40 donations.
- Tax Levy second check received \$8,225.66
- Program attendance: Knitting Club 11/22/25 - 3 people; Holiday Events 12/13/25 - Movie 2 people, Craft 0.
- November 2025 hours submitted: Irene 46 hours; Marc 48 hours (5 vacation, 2 personal).
- Louise and Barb need to take their 2 hours of trustee training before year end.
- January events: 1/10 Knitting Club (every 2nd Saturday) 11am; Family Game Day 1/17 – 12 pm hosted by Dorene Ireland; Booksale 1/24.

Next meeting: 1/19/2026 (Martin Luther King Day—Library Closed) Meet at 5:30 pm.

Motioned to Adjourn: 8:35 pm. by Crystal Johnson, seconded Barb Lennon

Respectfully submitted: Crystal Johnson