

Meeting of the Library Board of Trustees  
Mannsville Free Library  
106 Lilac Park Drive  
Mannsville, NY 13661

The regular meeting of the Board of Trustees was held in person on Tuesday, August 9, 2022, beginning at 6:33 p.m.

**Board Members Present:** Anita Jones/President; Valerie Deon/Sec; Jessica Marrin, Tina Rogers; Amy Hatch. Andy Zuber was excused. Also present, Jean Appleby/Library Director

**Approval of Minutes:** June meeting minutes were approved as written; motion by Jess, 2nd by Tina

**Public Comments:** No public in attendance.

**Director's Report:**

[https://docs.google.com/document/d/1s9KCaWlcU\\_o-jCD\\_HfOjqQIBWG3JFQJ3zizqayVrXcsl/edit](https://docs.google.com/document/d/1s9KCaWlcU_o-jCD_HfOjqQIBWG3JFQJ3zizqayVrXcsl/edit)

June- Adults-100 Youth-84 Comp-39 Storytime-54 Discard-7  
July- Adults-164 Youth-109 Comp-50 Storytime-60 Discard-30

- PERMA asked us to conduct a safety management assessment; this in our policy folder available at the desk and is reviewed with employees.
- The Book drop has been ordered and will be shipped to us in the next two weeks. Coming from CA. \$2,051.00.
- Skyler has put in her two week notice. August 11, 2022 is her last day. Kathy Strader is filling in. Loretta Stamps has applied for the position.
- NCLS has asked all boards to approve of "Forgiving Overdue bills 6 years and under". This is an effort to clean up our ILS as much as possible before we mitigate the new system coming next year.
- Our new handicapped door push plate has been an issue. It needs batteries, a special tool to access the panel and is not very weather resistant. This will be a constant problem. It can be hardwired to ensure we don't need to replace batteries.
- The NCLS Annual meeting for all Libraries and Trustees is being held in Clayton this year, September 29, 2022, 9-2. You may register on the email I sent out or go to the NCLS web page.
- Book Club meets this Saturday 8-13-22 at 9:00 am to discuss "The Hillbilly Elegy" by JD Vance. Next month's pick is "The Printed Letter Bookshop" by Katherine Reay.

**Treasurer's Report:**

- [2022-07 Treasurer Report for July 2022 Transactions - Google Docs](#)
- Total expenses for **\$3,280.48**, payroll \$1,256.83
- **Account Balances:**  
**Watertown Savings Accounts**  
**Savings:** July Ending Balance: \$49,114.06 **Checking:** July Ending Balance \$5,201.04

- **Motion by Val to approve Treasurer's report, 2nd by Amy; all in favor.**

**Old Business:**

- Anita will get quotes for plaques for dedicating the shed
- Storage shed is in place; painting has begun.
- 2022 Community Newsletter is underway; will be mailed mid-September.
- Only item remaining on annual report/minimum standards is getting newsletter out this year.
- Anita needs to bring black binder back to library as it has the media release information in it

**New Business:**

- Motion to accept forgiveness program as suggested by NCLS made by Tina, seconded by Amy. Past due fines will be forgiven; we are a fine-free library
- Due to Skylar's resignation, it was agreed to post two openings as part time on the web page, on NCLS page and in local public areas. All in agreement to close library if short staffed. Goal is to bring staff recommendations to Board meeting on 9/13 for approval.
- Dedication ceremony for new shed will be 10/15.

**Next Meeting Date** September 13, 2022 at 6:30 in the library.

**Motion to adjourn made by Val, seconded by Amy; all in favor.** Meeting adjourned at 8:02 p.m.