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 Tuesday September 10th, 2024, beginning at 6:34pm. **Board Members present:** Anita Jones/President; Tina Rogers/VP; Andrew Zuber/Treasure, Jessica Marrin/Secr; Also in attendance Jean Appleby/Library Director. Amy Hatch, Trustee

APPROVAL OF MINUTES: **2024-August, Meeting Minutes MFL** Motion to approve by: Tina, 2nd by Andy

REPORTS:

2024 -9-10 Director's Report Jean Appleby Mannsville Free Library ***Jean on Vaca 9/24-9/28***

08 - 2024 Payroll: $2,117.49 Chkg Bal. $5737.43 Sav Bal, $40,849.47 NNYCF:$5585.99 (per June statement) Motion to Approve by Jessica, 2nd by Tina.

OLD BUSINESS:

- Security Cameras: Proposal delivered to Village; awaiting response-J*ean will follow up*
- Newsletter - Review Sept mailing: *Need to review Sandplace, Mannsville*
- Mannsville Elem Fall Open House: Review*: Great turn out, went well*
- NCLS Annual Mtg: 10/2/2024, Harbor House @ Clayton, NY-*There is a waiting list*
- New Director Search - Job Posting; *added "work within a budget", changed membership in NYS retirement plan, Health Insurance and crossed off not pertinent to us from NCLS info* Interview Questions; Reference Check;Committee, & Schedule of Events-*Posted at NCLS, Workplace,Post Office, & Facebook–do two rounds of interviews in late October, Have Loretta available (she is on vacation until 11/5)*
- Status of Halloween plans-*Ordering one bag less of candy from Walmart*
- Village Christmas/Tree Lighting event planning: tablecloth status-*Andy ordering Red & Green from Amazon*

NEW BUSINESS:

- Jeff Co. 2025 Library Funding info-*Directors go to mtg to show presence, some directors speak, the County decides how much money the lib gets then goes to NCLS and they distribute funds to the libraries*
- New Board member-*Kayla Gayne will Join in October*
- Library Director 2024 Eval: Distribute in October for review @ Nov Board mtg.
- Copier Overage - Invoice was sent to us for $1478.33.
    - Contract was $363 (7/1/24 - 6/30/25) *Copier Renewal 24th*
    - Need to discuss color usage and plan:
        - Newsletter was 3292 copies (823 newsletters, 4 pages each)

Advanced Business system offered to print, fold, & get newsletter ready to send if Library pays the outstanding invoice in full(Invoice includes newsletter and 400 lilac festival promotional posters). Jean will get in writing so we can "approve"--we also need to get a new contract so that we can compare with other copier vendors

- Are all desktops defaulted to black & white? *Yes*
- Do public patrons print in color? *No*

Copier contract is a work in progress

BOOK CLUB: 9/14: To Kill a Mockingbird by Harper Lee 10/12: Beyond that, The Sea by Laura Spencer-Ash

NEXT MEETING DATE: Tuesday, Oct. 15, 2024 at 6:30 PM
(Propose moving to 3rd Tues, to accommodate Board review of received Director applications.)

Mtg Adjourned at 7:41pm