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 October 15th, 2024, at 6:35pm.
Board Members present: Anita Jones/President; Andy Zuber/Tres; Amy Hatch/Trustee. Also in attendance Jean Appleby/Library Director. Excused: Tina Rogers/VP; Jessica Marrin/Sec; New Trustee Kayla Gayne

APPROVAL OF MINUTES: Sept 10, 2024 - Reg. Mtg. (No minutes - tabled to next mtg)

REPORTS:

Library Director- Jean attending Joint Approval Board meeting and the Director's meeting this month. Was also glad to attend NCLS Annual Meeting: October 2, 2024, Harbor House @ Clayton, NY. Our pass to The Wild Center is seeing much activity, but with some patron issues, & other pass uses are increasing. Need to review Pass Policy at Nov meeting.

Treasurer's Report, Sept. 2024: Payroll $1550.01; Checking Bal. $4262.04; Savings Bal. $38,852.79 NNY Community Foundation Bal. $5857.32 (9/30/24). Motion to accept: Amy. 2'ed by: Anita. Carried.

OLD BUSINESS:

- Security Cameras: have been installed, with good results. No bill from Village, yet.
- Copier Overage - Advanced Bus. Systems: Rep. Chris Angello spoke about recent billing.
    - Error on the July, 2023 bill occurred, with no meter reading for copier use from then.
    - Contracted for 1,000 color pages; we did 4,500 over that time, resulting in a bill for $1,478.33
    - Two offers presented: **1.** Keep current machine, they'll print our Newsletter for us, & take $300 off the bill. Current contract is thru June, 2025; **OR 2.** Our machine is old, was inexpensive at the time, but is expensive to run, so offering a 5 yr lease @$140/month, to include service, auto metering, toner, no overage charges up to 7,000 color pages, much like a state contract. Service is currently $37.50 & increases 10% each year, so may see a $3.75 increase after the first year.
    - Andy motioned for us to get other quotes (Eastern, Usherwood, Northern Copy Products) for up to 6,000 B/W & color copies to discuss at the Nov. meeting. Seconded by Anita. Carried
- Halloween: candy & supplies are ready!
- Village Christmas/Tree Lighting: Date set for Sat. Nov. 30, 2024 @ MMFD.
- New Director Search: Reviewed candidate references & chose five to interview in mid-November.
- Newsletter - Reviewed individually. Approval & mailing tabled until copier overage issue is resolved.

NEW BUSINESS:

- Director's 2024 Evaluation was emailed to all Board members. Should be completed prior to Nov. meeting, for Board discussion & review.

ONGOING BUSINESS/REMINDERS:

-Trustee Training: Once completed, forward acknowledgement email or certificate to Jean.
-PERMA Training Status: Sexual Harassment - Are ALL completed yet?

BOOK CLUB: (at the Library, Saturday Mornings @ 9 AM)
- October 12, 2024: *Beyond That, The Sea* by Laura Spencer-Ash
- November, 9, 2024: *Braided Lies: A Thousand Islands Castle Mystery*, by Catherine D'Agostino

NEXT MEETING DATE: Tuesday, Nov. 19, 2024 at 6:30 PM (moved to allow for Director Interviews)
Meeting adjourned at 8:09 PM