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, April 8th, 2025, beginning at 6:33pm.

Board Members present: Anita Jones/President; Tina Rogers/VP; Andrew Zuber/Treasure, Jessica Marrin/Secr; Lacy King, Trustee, Tiffany Graves, prospective Trustee. Also in attendance Anne Fuller/Library Director. Excused, Amy Hatch, Trustee

APPROVAL OF MINUTES: March 11, 2025 - Reg. Mtg Motion to approve by Lacy, 2nd by Anita.

REPORTS: Library Director's Report: March, 2025 - It's noted that the Library has been used mostly by adults this month-Kathy is amazing with story time. A pull down screen was brought up as a potential purchase for story time/presentations.

Library Director - Monthly Statistics

Treasurer's Report: March, 2025 Payroll $1,602.21, Checking Bal:$2,351.38, Sav Bal:$59,597.34 NCCF Bal:$5,791.46.

Noted that the ADK pass was renewed for $75 and The Wild Center for $90. Motion to approve by Jessica and 2nd by Tina.

OLD BUSINESS:

- *NCLS Book Recycling Event*- Bins from NCLS will remain at the Lib throughout spring/summer for books to be recycled by patrons
- Easter activities-Have sign up sheet and remind bigger kids to be mindful of littles
- New Copier RFP (Contract starts on July 1 2025)
    - Vendors:
        - Advanced Business Systems - Chris Angello <cangello@abstech.com> -*Current Vendor*
        - Usherwood Office Technology - Scott Meriwether - *School Uses* <smeriwether@usherwood.com> & contracts@usherwood.com
        - Northern Copy Products - Watertown - sales@northerncopy.com

RFP's that are going out for bid will include 7500 BW 2000 Color, company will service existing copier or give quote for a new copier. Motion to approve RFP's be ready to go and sent to vendors in May. Motion by, Jessica, 2nd by Lacy. Anne will be the contact to gather information for due dates.

- May 10, *Village Lilac Festival*: Updates/Budget-We are set, it was asked if we wanted to do a bake sale to earn income for the library–the board said we would discuss next year at the planning meeting–we didn't want to overstep the ladies auxiliary or fire department.
- Status of SH/WV&H training: Add Anne & Kathy;-Anne has finished, Lacy will get her docs from work and if Tiffany joins she will get her certificate from work.
- Re-visit Use of other Subs with local libraries-Anne hasn't heard anything further
- Patron loans issue: further discussion & *Circulation/Inter-Library Loan* policy review-The patrons currently have $300 worth of library materials in their possession. They are currently flagged in NCLS for owing money for non returned items–this is on their account indefinitely until block is removed. One of the adult patrons called Anne regarding the letter of another patron in the household and said she would be returning the items that are owed but as of our meeting Anne has not seen the missing items.

NEW BUSINESS:

- Community Survey - discuss formats, date (normally offered in May), distribution–the board discussed distributing the survey electronically–online, through facebook, website, emails to patrons, and print a few hard copies to have at the library for patrons.
- Begin thinking about annual newsletter - date, formats, distribution–Electronic/Email
- Passes: Antique Boat Museum - $75/year; Splash Waterpark - $150-250/yr (Last year was $120 which started on 8/27/24. Expires on April 19th, 2025)

Motion to approve purchase of a family 4 pass to splash waterpark for $240 by, Anita, 2nd by, Jess
Motion to approve purchase of Antique Boat Museum Pass for 2025 Summer season for $75 by Lacy, 2nd by Andy

BOOK CLUB: (at the Library, 9 AM)

~ April 12, 2025: *The Heaven and Earth Grocery Store* by James McBride

~ May 3, 2025: *Here One Moment* by Liane Moriarty (note date change)

Meeting adjourned at 7:55pm- Motion to close meeting by Tina, and Second by Jessica