**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, June 10th, 2025, beginning at 6:31pm.

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

**APPROVAL OF MINUTES:** 2025-May Regular Meeting Minutes, MFL Motion to approve by: Tina, 2nd by, Andy

**REPORTS:** Library Director's Report: May, 2025

-Ted installed hook and eye closures on the book shed to help the doors stay open

-Kathy is planning to run the Summer reading program (Theme: *Color your world*). Dates: Wednesday's July 16th,23rd,30th and Aug 6th, 13th, & 20th(Last week is an ice cream social–will talk to the Ice Cream Shoppe about providing ice cream or purchasing vouchers). Kathy will take story time off in the Month of August.

-Question about staying open late during village garage sales. Loretta can feel it out if she wants to stay open an hour later or two if it's busy–she can judge the traffic.

-Overdue patron still a "work in progress"

-Anne Planning vacation for the first two weeks of August.

Treasurer's Report: May, 2025

Payroll:$3,417.07 Sav. Bal:$51,606.56 Checking Bal.:$1,920.60 NNYCF Bal:$

Motion to approve by: Lacy 2nd by: Amy

**OLD BUSINESS:**

- May 10, *Village Lilac Festival* Recap-Village meeting recap will be Thursday,6/12/2025
- Friends of the Library By-laws & MOU: Use of Book Shed/Donations?? ~ (for illness, bereavement needs, etc of Staff/Board).
    - Andrew Zuber's Research on the use of Friends of the library for bereavement

-Cannot use money from donations/fundraisers for staff/board/illness–the funds still funnel through the library–"friends of the library" is more of a formal group that has to have a tax ID.

- Status of New Copier : Advanced Business Systems (Contract starts on July 1 2025)
    - Chris Angello <cangello@abstech.com>

-Tech support, ABS didn't want to write it to include it because of the NCLS support side–the current printer was billed but Andy has already taken care of said bill. New printer should be in the Library by the end of the month.

- Screen/Projector for Library: discuss further
    - Placement ideas - Possibly corner mount TV?

    - Some cost options

-Tv on a rolling TV stand w/wheels–65 inch TV screen–HDMI can be hooked up with the laptop if a presenter needs to put something on screen.
-Talked about the idea of where to store it in the library/out of the library–in the village conference room..still thinking of options.
-If we mount it, possibly put it under the windows above the computer
-Anne will talk to Ted at the village to see if he would be willing to install the mount/bracket to the wall
-Andy will wait to order TV/Mount until Anne talks to Ted.
Motion to purchase the 75 inch TV and wall mount by: Amy 2nd, by Jess

- Syracuse Museum of Science & Technology (The MOST) pass
    - $135 - Discussion for board approval

-Motion to approve purchase The Most pass by, Anita and 2nd by Tina

**NEW BUSINESS:**

- Revisit Circulation Policy: New Patron Registration

-Leave the pass circulation policy alone, Anne can change at her discretion if needed. Anita updated the date.
-Jess will ask Mannsville PTO if it would be possible for the library to table at fall fest for a "library card registration event"

- Community Survey - review past formats, when & how for distribution

-Post on Facebook and ask for an email on survey–add a question "if you would like to get emails from the library please give us your email spot" or a preferred contact method.
-Link the website calendar with facebook page or create Facebook event for people to add to their calendar

- Begin thinking about annual newsletter - date, formats, distribution

Anne has been in contact with local businesses/partners to promote the library/programs–Winona forest (meeting this month and will mention the library), fire department (truck event), Mannsville Church (pastor's pantry), Sheriff's department, historical society–talk and coffee to promote historical society and library.

**ONGOING BUSINESS/REMINDERS:**

- **2025 Annual Trustee NCLS Training:** Forward completion email or certificate to Anne.
- **PERMA Training Status: Sexual/Workplace Violence & Harassment**
- Continuity: Saved Document names (*Year-Month, document name, MFL*)

**BOOK CLUB:** (at the Library, 9 AM)

~ June 14, 2025: *Half Broke Horses* by Jeannette Walls
~ July 5, 2025: *The God of the Woods* by Liz Moore

**NEXT MEETING DATE:** Tuesday, July 8, 2025, 6:30 PM (pending cancellation, per Board approval.) Motion to approve to cancel July Mtg by Jess, 2nd by Andy

**Tuesday, August 12, 2025, 6:30 PM**

Meeting adjourned at 8:12pm