# Schoharie Free Library Association Board of Trustees Meeting Sept 10, 2025 Draft Minutes

Attendance: Vice-President: Toni Schaeffer, Secretary: Bridey Finegan Treasurer: Vanessa Repicky Trustees: Kate McKenney, Heather Kamin, Amanda Maleszweski, Sue Conroy, Yapha Mason Library Director: Yvonne Keller-Baker Program Director: Jennie Mosher Absent: Jackie Hadam, Carlos Torres

Toni Schaeffer called the meeting to order at 7:07 p.m.

Secretary's Report- Accept August Minutes

**Treasurer's Report** –Monthly Financial Report and Transaction Detail presented. The PFL/Disability insurance is paid quarterly. Evening Star does the calculations and pays it for us. Bridey will check with Hartford about a refund for overpayment in the spring on our unemployment insurance.

**Program Director's Report** 712 people attended our programs in August 2025, which is 200 more than last August!

## **Building & Grounds**

Main entrance door <u>Estimate from Justin Maleszweski/ Maple Carpentry</u>

Toni Schaeffer moved to approve \$1620 for repairs to the main entrance door. Bridey Finegan seconded.

Motion passed. Amanda Maleszweski abstained.

- DRI
  - Meeting with Ellen Fitzgerald from STC Design/ EDR consultants 8/21 Notes
  - Positive Feedback for project at LPC, Library had the most positive feedback at Schoharie downtown public forum.8/27
  - <u>Kitchen/ Makerspace Renderings</u> from Joshua Lockwood/ JB Blue LLC
  - 9/3 Decarbonization meeting <u>Notes</u> We do not need to follow the decarbonization plans into our DRI grant. Our library is only 4,000 sq feet.

### **Fundraising Committee**

- Meeting 9/21 <u>Notes</u> October event? Not a lot of time for an October event.
   Perhaps we can plan a pre Valentine's event instead.
- Trustee Treasures/ Book Sale earning report Book Sale projected in our budget is \$1200 which is too high; we earned \$784.50. Trustees

Treasures exceeded budget projections. Budgeted \$500; we earned \$616.33. Fire Dept will keep the garage sale the weekend after Labor Day.

### **Nominations Committee**

- Nominations Committee recommendation: If someone takes over for Sam Ballard it will be a 3 month term. Bylaws say we need a nominating committee. Toni plans to rewrite the bylaws. Toni, Heather, Yapha and Amanda are the Bylaw Committee. The Bylaw Committee is a subcommittee of the Policy committee. We don't need a nominating committee.
- Friends of the Library organization: We should start one for fundraising.

**Director's Report** presented. <u>Director's Report</u> Handicapped button is corroded. We need a new transponder. Sterling Insurance donated \$250. Joshua Project lunches went well. Yvonne coordinated volunteers and weekly food pickup. Volunteers served the meal.

Discussion about this summer's electric bills from National Grid: July \$861 and August \$767.94 What temperature are the thermostats set at when the library is closed?

### **New Business:**

Amanda Maleszweski moved to approve purchase of new Adult fiction books not to exceed \$500. Yapha Mason seconded.

Motion passed unanimously.

### **Old Business**

• Budget amendments: Transfers \$1055

Toni Schaeffer moved to approve the transfer of \$1055 from various line items (below) into the Director's salary line. Amanda Maleszweski seconded.

Motion passed unanimously.

#### Transfers:

\$280 from Coverage for Directors PTO >>> >> Director Salary \$590 from flood insurance >>>>>>> Director Salary \$180 from Sanitation >>>>>>>> Director Salary \$5.80 from Cleaning >>>>>>>> Director Salary

- Promotional video proposal: No action
- MVLS NYCON Membership: NYCON is a service for nonprofits, helps them
  make financial choices. Yvonne said MVLS will reimburse us for our first
  year membership.

- Revise unattended minors policy. Cobleskill Policy example <u>current policy</u>
- Need to draft buildings & grounds policy re: repairs/work exceeding \$500 requires director (or designee) inspection and approval and board president (or designee) inspection and approval.

Toni Schaeffer moved to adjourn the meeting at 8:24 p.m.. Bridey Finegan seconded. **Motion passed unanimously.** 

Next Regular Meeting: October 8, 2025

Respectfully submitted, Bridey Finegan Board Secretary September 19, 2025