

Hay Memorial Library

Board of Trustees Meeting
Tuesday, December 20, 2022

Present: Christine Eggleston, Joanne Rhode, Richard Probert, Connie Barone, Judy Fiorentino, Richard Sherry, Kris Moorman, Ruth Werner, Gale Mildren and Allen Goudie.

Staff: Octavia Walker (Library Manager), Absent: Peggy Cleveland (Desk Clerk)

Guests: Gregg Townsend from the Village Board

Call to Order: Meeting was called to order at 4:32 p.m. by Christine Eggleston

November Meeting Minutes: Richard Probert made a motion to accept the November meeting minutes, Kris Moorman seconded. Unanimously passed.

Correspondence: Octavia was contacted by a Public Affairs officer at Ft. Drum, LTC Cleveland, 10th Mountain Museum Director about a partnership between Hay Memorial Library and the Denver Public Library 10th Mountain Division Resource Center. They would like an off-post outreach to display the Denver archives and artifacts to preserve the legacy of the US Army Aline/Mt/Lt Infantry. 2023 is the 80th anniversary of the 10th Mountain Division.

The library was also contacted by author Roaeanne Montillo about her recent book release. We have one of her books on our shelf currently. She is doing a virtual author tour for her new book. Octavia responded to the email to get more information and possibly work out a time.

It was also suggested that we look into bringing local author, Ellen Wiseman in.

Monthly Stat Report: Octavia Walker shared with the group that visits and circulation were lower than last year at this time. Computer use was the same.

Manager's Report: Octavia put out 20 Take and Make Kits. There are four left. She also made New Year's confetti launchers.

The December 10th craft and story walk was successful, 15 people came through. Crafts were completed by two adults, three families and nine children.

The second floor of the Library is now being used by two groups. The Odyssey of the Mind, through the school and the Yoga group.

Director's Notes: Story time will start on Thursday, January 12, at 10:00. There has been interest expressed for an infant story time. Octavia will try a tummy time story time followed by the regular story time.

The cookbook club will start again in January.

Treasurer's Report: Judy Fiorentino stated that the monthly bills were \$1770.00. The insurance payment is included in this amount. Joanne Rhode made a motion to pay them. Ruth Werner seconded. All approved. Motion carried

Committee Reports:

Annual Fund: Richard Probert gave the report for the fund over the last three years.

2019-20: The annual fund was \$10,565; approximately \$4,300 was paid toward the mortgage and \$4,734 went to the general fund after printing and mailing costs.

2020-21: The annual fund was \$10,564; \$3,830 was paid toward the mortgage and \$6,734 went to general fund after printing and mailing costs.

2021-22: The annual fund was \$10,285; \$9,037 went toward the general fund after printing and mailing costs.

Richard suggested that the consistent donors be noted as capital fundraising will someday be necessary. It would be good to have a list.

Great Lakes Poetry/Quilt Show 2023: A grant request has been put in for \$1,925 for Great Lakes Poetry. This will be held at the Visitor's Center. The Quilt Show will be held in a few places. The Union Hotel will be one. Permits have been requested. A \$1,000 donation has already been made.

Personnel and Governance: The annual meeting will be held on Tuesday, January 24 at 4:00. This will be right before the regular meeting. This needs to be posted for the community. A new slate of officers will be elected.

It was noted that Christine Eggleston will be on the Executive Committee.

Oath of Office is not required since we are an Association Library, however the group felt that it would be good to perform this anyways.

A motion was made to change the hours so that the library will be closed the Saturday before Christmas, December 24, and New Year's eve, December 31 and also the day after Christmas. Judy Fiorentino made the motion and it was seconded by Joanne Rhode. All were in favor. The motion carried.

Octavia Walker and Peggy Cleveland were given a card to thank them for their service.

Buildings and Grounds: The elevator has been repaired. All is working. It passed the State inspections. The invoice was received today.

New Business: The Stewart's grant has been done by Octavia. She asked for \$600 to do the Summer reading program. It was noted that this amount can vary as Stewart's matches donations. Usually around \$500 is received.

The summer reading numbers were slow last year, but the story walks were well attended. Story talks at the Gazebo were very well attended and will be continued.

Octavia noted that there will be no charge for the new email system that will be coming in. She also stated that due to a training on February 21 for her and Peggy the library will be opening a little late.

Kris Moorman stated that there is no light in the back. The motion sensor light is not working. Octavia will look into this.

It was also noted that the plow person does not salt. Octavia will call and see if this is possible.

The question was asked if anyone has ever objected to any books on the shelves of this library. So far that hasn't happened. It was noted that there is a training offered from NCLS to address this issue. This library also has a policy in the manual about open access. Octavia will ask for a Trustee handbook from NCLS.

Motion to Adjourn: Judy Fiorentino made a motion to adjourn the meeting at 5:15; Ruth Werner seconded the motion. Unanimously passed and carried.

Respectfully Submitted by Sheryl Crandall