

Samuel W. Smith Memorial Public Library Board of Trustees Meeting

April 15, 2024

Call to Order

Approval of Minutes from March meeting

Public Comment

Secretary's Report

Treasury Report

President's Report

- Square Ownership-tabled from Feb 2024
- Cell phone-tabled from August 2023

Building and Grounds:

- Jordan Seefeldt Excavating: approximate start date 4/18/2024
- Baxter's PHE: HVAC Unit #2 motherboard will be replaced
- Circ Desk Tile
- Flag Pole

Director's Report

- Should we finish digitizing *Reporter Argus* newspapers? 2018-2020?
- PaLA Institutional Membership for Amazon Business Prime for free. Mtg 5/16.
- Happy Hour June 28 with the Groove Bros and a food truck
 - RAMP certification
- Renew Small Games of Chance License. Expired 12/5/23.
- Quickbooks Online Plus subscription increasing from \$75-\$80. Renew 9/12/2024.
- PA Dept of State registration: renew by 11/10/24
- Municipal Meeting Attendance: Eldred Township TBD
- Auction Meeting #1 April 22, 6pm
- MG days off: May 31, June 3, June 14-15, June 24

Next meeting: May 14, 2024 6:30pm

Executive Session:

- Library Staff changes

S.W.Smith Memorial Public Library Board of Trustees Meeting Minutes April 15, 2024

The meeting was called to order at 5:30 PM by the President, Christa Schott.

On motion of Becca and second of Jessica the minutes of the March 12, 2024 , meeting were approved as disseminated electronically.

There was no public comment.

Secretary had nothing to report.

The Treasurer and Financial Assistant reported and the report was accepted. See attachments.

The President reported on Square ownership. On motion of Harriet and second of Becca this item is tabled. Motion carried. Cell phone issue tabled from August 2023 was discussed. Becca will check Tracfone options and a trial may ensue.

Building and Grounds report reveals Jordan Seefeldt Excavating approximate start date of 4/18/24. Baxter's PHE will replace HVAC Unit #2. Circulation Desk tile remains cracked. Nothing to report on the flag pole issue. Board decided only these will be digitized from 2018 – 2020 and not Potter County Leader due to cost. PaLA Institutional Membership for Amazon Business Prime free membership will be considered. Happy Hour plans for June 28, 2024 continue. Amanda will renew the Small Games of Chance License. Quickbooks Online Plus Subscription will be renewed 9/12/24, at increased cost from \$75 to \$80. PA Department of State registration will be renewed 11/10/24. Municipal Meeting Attendance for Eldred Township date will be announced. Auction meeting #1 will be 4/22/24 at 6PM. Mary Grace time off: Maly 31, June3, June 14-15, June 24. Blood mobile will be May 16.

Other business: Port Allegany Women's Club will not need to use the library this summer for concerts due to town square construction.

Meeting was adjourned on motion of Jess and second of Becca at 6:16.

An executive Session was held from 6:17 and adjourned at 7PM

Harriet Nevil, Secretary