

June Meeting Minutes 2023

Genesee Area Library Board Meeting Minutes for 6/19/23/23. This meeting was held via Microsoft Teams. Meeting was called to order by President Chris Moser at 6:33 pm.

Attendance: Chris Moser (Pres/Co- Tres), Kristine Smith (Tres), Nate Pott Jr. (Vice Pres.), Reed (Sec), Laura Bryant, Lisa Werner, Trinity Cowburn, Erica Moses (Lib Director)

Absent: NONE - all members were in attendance

A motion was made to accept the May meeting minutes by Laura and 2nd by Trinity, unanimous motion carried.

Treasurer Report by Kristine Smith

Balances as of 6/30/23:

Checking \$43,354.02

Savings \$3,709.06

Debits in June of \$2,110.88, no deposit

Sent email to Linda Twigg inquiry about financial review status, haven't heard back.

Quarterly reports due by month end

Directors Report by Erica Moses

Patron Count: 76 adults, 27 Kids (3 new)

New Items: 20

Deleted Items: 0

Blind Date Book Club: 7

Summer Reading Signups: 27

Teen and Adult Summer Reading are ready to go.

Pick the winners of the bookmark contest.

Review the updated Reconsideration and Collection Development policies.

After summer reading is over, I'm going to start putting together a job description for an assistant. I would also like the board to entertain the idea of being open 30 hours a week in the new year. This would give the new assistant 5-10 hours each week. My thought is to have us open 5 days a week, Tuesday through Saturday. The assistant would work every other Friday/Saturday, then one weekday the next week, giving them 15 hours biweekly. I would work the rest. This shouldn't add much if anything to our bottom line as you wouldn't be paying my higher wages, heat is set at 68 all winter long, and our electric bill never seems to fluctuate much. The only thing we might have to increase is our collection budget in order to maintain the 12% of total budget in order to meet standards. To put this in perspective, in last year's annual report, we had a total operating revenue of 34,665 and spent a total of 4,401 on collection. Collection included the 4,000 for items, plus two other line items that are counted

under the collection heading. This put us at 13% for the year, or 1% above where we needed to be. Obviously, nothing needs to be decided now, but we should make a decision before we post the employment announcement looking for an assistant.

Also, it has been touched on before if we really need a monthly meeting. Our bylaws state that "regular meetings shall be held on the third Monday of each month..." but I see no reason why we can't change this to every other month. I feel comfortable and confident enough in my role where meeting every other month would not be an issue. Plus, there is nothing that says we can't hold an extra meeting if something dire comes up that needs a decision before the next scheduled meeting. That being said, is there any need for a meeting next month?

Old Business:

Financial Review - Kristine has no update, she left Linda Twigg a message and had not heard back from her prior to our meeting.

Holiday Fest - Date will be 11/11, all plan on pitching in even though Chris and Lisa will be away. Erica will be sending out letters to previous vendors and also advertising with a Save the Date.

New Business:

Erica presented updates for policies for the Board to review and vote on. We reviewed the Collection Development Policy, motion made by Chris to accept, 2nd by Nate, unanimous motion carried, we also reviewed Request for Reconsideration Policy, motion made to accept by Chris, 2nd by Nate, unanimous motion carried.

Voting was done by Board members for the bookmark contest held by the library. All bookmarks were shown to us by age group, no names were given, voting was held for each age group. Erica will contact all the winners!

Erica will be looking to hire an assistant for the new year. She will work on the job description; hours would be 15-20 hrs bi-weekly. Also the Library will be open 30 hrs in the new year.

Discussion of Board meeting being held every other month rather than every month was discussed. Consideration was made that a meeting can be called at any time needed, and bi-law meetings can be as needed, with a minimum of 6 per year. Motion made to accept these new changes by Kristine, 2nd by Nate, unanimous motion carried.

The next board meeting will be 8/14/23 @ 6:30 pm.

Motion made to adjourn the meeting at 7:15 pm by Trinity, 2nd by Chris, unanimous motion carried.

Respectfully submitted,

Sue Reed, Secretary

This meeting was not audio recorded