

August Meeting Minutes 2023

Genesee Area Library Board Meeting Minutes for 8/14/23. This meeting was held via Microsoft Teams. Meeting was called to order by President Chris Moser at 6:32 pm.

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

Absent: Laura Bryant

Motion was made to accept the June meeting minutes by Trinity and 2nd by Nate, unanimous motion carried.

Motion was made to accept the Special Meeting Minutes from 7/27/23 by Kristine and 2nd by Chris, unanimous motion carried.

Treasurer Report by Kristine Smith

Treasurer Report details:

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

Account balances at bank as of 7/31/23

Checking \$46,806.86

Savings \$3,709.06

Debits throughout month of \$2,333.36

Credits throughout month of \$5,782.46

We received a discount on the Frontier monthly bill of \$139.11 which means we have a credit of \$12.68

UGI's current charges for usage were \$37.29 but still paying the monthly budget amount of \$170.00, which means \$132.71 of the payment went towards the balance of \$543.66, so we now should have a budget balance of \$410.95.

Quarterly reports were completed.

Motion made to accept the June/July Treasurer report made by Sue, 2nd by Lisa, unanimous motion carried.

Directors Report by Erica Moses

June Patron Count: 80 adults, 61 kids (includes summer reading counts) (3 New Patrons)

New Items: 34

Deleted Items: 17

Resource Sharing IN: 3

Resource Sharing OUT: 4

July Patron Count: 143 adults, 90 kids (includes summer reading counts)

New Items: 88

Deleted Items: 0

Resource Sharing IN: 4

Resource Sharing OUT: 8

Blind Date Book Club: 7

6 Month Stats (Jan-June 2023 v 2022)

Patrons: 662 v 489

Libby Circ: 94 v 77

In Person Circ: 643 v 750

Website Visits: 1039 v 1090

Summer Reading has ended and there was great feedback.

Talk about Salsa and WAFL (State Aide Application and waiver), starting next year, our financial reviews/audits will need to be submitted along with our state aid application.

June Houghtaling came to visit.

Talk about Halloween Trunk or Treat, Costume Ball

Looking into applying for E-rate.

Budget needs to be sent to Township by November. I would like a small increase to my programming budget if possible. Everything is fine.

Genrefication of juvenile sections including non-fiction as well as making use of dynamic shelving throughout the library to "gain" more space. I have also talked to Jared about possibly adding a few shelves into the back room for storage.

Need to address a personal health issue and how it might affect the library.

Old Business:

Financial Review - Per email that Kristine rec'd from Linda Twigg, this is done. Kristine will need to get this but the office was closed for a week at the time of our meeting.

Holiday Fest - Vendor letters need to be sent out, Chris will review previous list and get those sent out. Erica will post Holiday Fest on the Library's social media pages.

Christmas in July for 2024 - Sue Ransom contacted Chris and the date we were originally given was not actually available. We may have to consider changing the date. Watch for email from Chris after she contacts Sue to see what may be available in July for us.

Fundraising - Lip Sync contest was thrown out there as a possibility to add to all prev ideas.

New Business:

Hiring of assistant for Erica - Erica presented a job description and asked for approval to post this position. This was discussed and decision of pay rate of \$10 / hr and motion made of approval for position as made by Nate, 2nd by Kristine, unanimous motion carried.

Tri-County Grant application - Chris will take care of this as she has in years past. The Grant requires reason for what the Grant money would be used for. Suggestions for use would be fixing the back door, shelving, and sun coverings for the front windows.

Trunk or Treat - possible event, but if held in the Park we would need event insurance.

Costume Ball - unanimous agreement for this event. Date of Friday 10/13/23 was decided. As for location of this event, Erica is going to email the Genesee Community Church, Chris will check with Fire Dept and Sue will check on the Sacred Heart Parish Hall as a possible location. First choice is Genesee Community Church, Erica will email if available and if it is then will move forward with advertising this event at that location.

E-rate - Erica explained this is a discount program for Non-profit in our area, this would help off set the cost of our internet.

Budget - This will need to be given to the Township by 11/1/23. Budget from last year is fine but we will increase Erica's budget by \$250.

Dynamic shelving - Erica asked if it would be ok to start presenting her books on the shelves in this manner. Everyone was fine with this idea.

Next Board meeting will be 9/11/23 @ 6:30.

Motion made to adjourn meeting at 7:29 pm by Lisa, 2nd by Trinity, unanimous motion carried.

Respectfully submitted,

Sue Reed, Secretary

This meeting was not audio recorded