

# April Meeting Minutes 2024

Genesee Area Library Board Meeting Minutes for 4/15/2024. Meeting was called to order by President Chris Moser at 6:30 pm.

**Attendance:** Chris Moser (Pres/Co- Tres), Kristine Smith (Tres), Nate Pott Jr. (Vice Pres.), Sue Reed (Sec) (conference call), Laura Bryant (conference call), Alexandra Pott and Erica Moses (Lib Director)

**Absent:** Trinity Cowburn

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

## Treasurer Report by Kristine Smith

Balances as of 3/31/24:

Checking \$38,483.93

Savings: \$3,713.10

Credits in the month of \$8,657.63, debits of \$3,215.71. I completed a deposit on 4/11/24 of \$2,880.70, which included 90% state aid in the amount of \$8,236.44. Quarterly payroll liabilities to be completed by month end. I've got behind on entry of some data, will work to get caught up as soon as I can.

Motion was made to accept the March Treasurer report by Nate, 2nd by Laura, unanimous motion carried.

## Directors Report by Erica Moses

March Patron Count: 94 adults, 18 kids (1 New)

New Items: 33

Deleted Items: 75

Resource Sharing IN: 7

Resource Sharing OUT: 10

Files are now completely destroyed.

Spark has us set up for the library of things and I've begun cataloging what we have.

I did not receive the Penguin Random House grant.

Preserving History grant decision pushed until June.

Jenny Jackson sent me a message asking about doing “an art show through the library and people list their prices on them in available to sell.” I told her I would bring it up during our next meeting.

Ruth Davis discusses an idea the watershed had about visiting a fish hatchery. I love the idea but am concerned with possible liability issues.

Mailed out just over 200 donation letters during the last week of March. I plan on doing an email version during the last week or so of April, and then would like to hold an open house on the first Saturday in June. Received \$500 as of 4/10/2024.

Received a phone call from “A Way Out,” they would like to know if we will waive their fee for the craft and vendor bazaar.

I’ve been keeping an eye on UGI this year and I am happy to say that as of our April bill, we have a credit of roughly \$25. I programmed the thermostat to drop to 60 when the library was closed and while we’ve had a mild winter, the temperature difference between last year and this year has only been a degree or two, so I plan on keeping the program it’s set to and hope the trend continues next winter.

With our library being in a title one school district, I was able to acquire an account with First Book Marketplace. I’ve had the account since last year and have ordered from them often, but they offered 4 different eBook collections geared towards kids, all for free. I ordered 100 licenses for each collection. I plan on giving out codes/pins to all my summer reading kids and using the rest for whoever wants to take advantage. There will be links from our website to access the books along with an FAQ. We also have access to CodeSpark and Boodle and I plan on loading them to the tablets in our library of things, as well as on our website.

I can’t remember if I mentioned it or not, but last year I had applied for an ALA grant “Thinking Money for Kids.” We were awarded it, and it was accepted back in December. They’re taking their time rolling things out, but kits are supposed to be distributed starting this summer. We are one of only 200 libraries across the country who received this grant.

Applied to be a fish and tackle loaner site. It takes about 5-6 weeks to be approved and the items sent. These will be added to the library of things and are provided free of charge by the PA Fish and Boat Commission. We were approved.

A new water heater has been installed!

Need to discuss the regulations draft. A couple of areas of concern for us.

Share summer reading mockups, Sherry will cover Wednesday afternoons for summer reading. Smokey the Bear is coming, and the headwaters will have their picnic on the last date. Sherry is part of the headwaters association and usually goes to the picnic. Is it okay to close that Wednesday at 4:30 so she can still attend.

Need to discuss the cost of printer ink and postage and start to consider a new printer.

April 25, the Potter Directors are meeting with the commissioners at the Coudy library. Sherry is going to cover until the meeting is over.

May 23<sup>rd</sup> is the next Brodart collection connection. I attended in the fall and found it super helpful, Sherry said she would cover so I can attend this.

Raise for Sherry

## Old Business:

Bake Sale – went well, discussed improvement ideas of cutting costs when we move to Fire Hall if we still have a large item count.

June 22<sup>nd</sup> Craft & Vendor Bazaar Fundraiser, we currently only have five vendors signed up, need more. We will discuss food options at next months meeting. Chris talked with Alayna at the bank regarding them purchasing a big item. We will need auction items, discussion held on soliciting from local stores and putting out a public notice for “new or gently used” items.

Erica updated board on needs for in house improvements, it was determined that we would need plywood. Kristine motioned for approval to purchase plywood, Sue 2<sup>nd</sup> motion, unanimous

Solar Eclipse event was a success, although the clouds did not cooperate, we had a good turn out with a nice group of ages, Erica noted that she wished she hadn't printed so much, but it was an unknown need.

Kristine updated board that the liability policy was purchased and it should cover all our current/planned events for the year.

Financial review update, Kristine to check with Linda Twigg on the status

## New Business:

Erica asked about selling community art in the library as she was asked by a patron, board felt that this is not the area we want to get into.

Field trip to the Fish Hatchery as part of summer reading was discussed. While it was felt that this was a good idea, the transportation liability could become a concern as private vehicles would be needed. Discussed making this a separate trip with the Headwaters at another time.

Open House for the library will be held on Saturday June 1, 2024

“A Way Out” contacted the library requesting a waive of vendor fee at the Craft & Vendor Bazaar, Chris motioned to not charge nonprofits, Kristine 2<sup>nd</sup> the motion, unanimous – motion carried.

Discussion was held to close early on 6/17so Sherry can attend picnic, Kristine motioned to close early, Chris 2<sup>nd</sup> the motion, unanimous – motion carried.

Erica shared that she would like to attend the Brodart Collection Event to take advantage of good pricing, Chris motioned for Erica to attend, Nate 2<sup>nd</sup> motion, unanimous – motion carried.

Erica requested a raise for Sherry Cornell, Chris motioned to increase by .50, making new rate \$8.75/hour, Sue 2<sup>nd</sup> motion, unanimous – motion carried.

Discussion on printer was held, current printer is having issues with the display and being able to make selections. There are several options that Erica feels would fit our need, the biggest concern is the cost of ink. Erica shared that she spent more than half of the office budget on ink. She’s been looking into options and brands and presented the board with her research. Chris motioned to purchase the Epson for \$900., Alex 2<sup>nd</sup> motion, unanimous – motion carried. Erica will order and will wait till current printer either dies or ink supply is all used.

Discussion held on Inter Library loans and the expenses associated with participation. We pay when we send an item out and we have had roughly \$100 in ILL expenses so far this year.

Discussion held on draft regulations. Erica meets certification at this time, however, these potential changes may cause issues for other libraries in the system, our open hours will need to be reviewed to maintain compliance with draft regulations. Chris and Erica shared that they are unsure of what the future hold and how we will meet the new draft regulations, we need to be aware of potential changes. At this time the draft regulations have only been released to libraries and boards for review and feedback prior to public release.

Erica shared that she will be meeting with the Commissioners on 4/25, Sherry will be filing in so she can attend.

Next meeting will be 5/20/24 @ 6:30 at the Library.

Motion made to adjourn the meeting at 7:57 pm by Nate, 2nd by Kristine, unanimous motion carried.

Respectfully submitted,

Kristine Smith  
(on behalf of Sue due to joining via conference call)

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