

July Meeting Minutes 2024

Genesee Area Library Board Meeting Minutes for 7/15/2024. Meeting was called to order by President Chris Moser at 6:40 pm.

Attendance: Chris Moser (Pres/Co- Tres), Kristine Smith (Tres), Nate Pott Jr.(Vice Pres.), Sue Reed (Sec), Alexadra Pott and Erica Moses (Lib Director)

Absent: Trinity Cowburn

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

Treasurer Report by Kristine Smith

Checking balance at bank 6/30/24 \$ 33,616.52

Savings \$ 3,714.53

Debits in month of \$2,949.83

Credits \$ 2,795.29

Deposit of \$500 in hand, deposited \$6,157.90 on 7/3

Craft & Vendor Bazaar

Vendor Spots = \$410.00

Auction = \$550.00

Food = \$ 14.21 in Profit, spent \$150.79 is supplies

Total \$ 974.21

Quarterly reports to be completed

Motion was made to accept the June Treasurer report by Sue, 2nd by Chris, unanimous motion carried.

Directors Report by Erica Moses

May Patron Count: 102 Adults, 22 Kids (1 New)

New Items: 49

Deleted Items: 3

Resource Sharing IN: 1

Resource Sharing OUT: 15

June Patron Count: 110 Adults, 65 Kids

New Items: 65

Deleted Items: 25

Resource Sharing IN:

Resource Sharing OUT: 7

Followed up with the fish and tackle program because fulfillment was supposed to be between 5-6 week, and it has been twice that now. Response said that nothing ever got ordered for whatever reason, but everything should be here soon.

Need to discuss a possible issue with a vendor. A vendor purchased two tables, however, one of those tables was for a separate vendor and not a second table for themselves.

I took a complete inventory of supplies as I was putting everything away after the craft and vendor bazaar. We will have two flavors of soda that will be out of date by November so I'm planning on use them for the Summer Reading/Headwaters picnic.

I sent thank you letters to the business that donated gift certificates. Are there other businesses I need to send letters to that I may have missed?

Need to discuss changing policy for what can be placed in windows/bulletin board and shared on social media in regard to outside businesses/groups

Canceled Summer Reading on 6/19 due to heat. It was well received by those who responded. There were three families that did not acknowledge the cancellation, but I did reach out in each form of contact that I had for them. Overall, summer reading has been odd. We had a great signup rate of 36 kids in total. One family has not come at all, and another family came, but never signed up. I have not had anyone complain as of yet about splitting up the age groups so I will probably continue that trend for next year. The first week was great for all the groups, but only the teen group has remained full. However, I do feel that weather has played into it a lot this year.

Sam.gov UEID renewal was submitted, received, and renewed.

SPARK membership fees will see a 5% increase for the 2025 membership year. There will also be another increase the following year but will be no greater than 10%. Pricing has not increased since 2018.

Baker and Taylor fees are increasing. Barcodes are going from 0.25 to 0.34, label protectors are going from 0.11 to 0.21, mylar jackets are going from 0.99 to 1.19 and laminate covers are going from 1.59 to 2.15. They are also going to start charging a 5% 'transportation surcharge' per invoice.

I would like to attend the Association for Rural and Small Libraries Annual Conference this year and I'm wondering if the library can help cover some of the cost, in particular, the cost of the room and some of the milage. It is being held in Springfield Mass this year.

I joined the PaLA conference committee for next year and will help out specifically on the registration committee. It is being held in Erie. While most of the meetings prior will be held virtually, there will be two in-person that I need to commit to, as well as conference attendance.

I was also asked if I would be interested in heading the West Branch Chapter of PaLA and declined. I will, however, be part of the Rural and Small Libraries Roundtable again next year. I am currently the secretary, however I let our current chair know to add my name to the list for vice chair next year. I will also maintain my spot as part of the scholarship committee. Voting begins in August.

The ALA grant "Thinking Money for Kids" is finally moving forward. This was a grant that was awarded back in December. It contains programming materials set to ship in late July, as well as a set of six Playaway Launchpads that will ship sometimes in August. A representative from Playaway reached out and we had a virtual meeting in early July. She is also going to send us a couple of Playaway Launchpads to "try out" but said we can keep them for as long as we'd like, whether it's 2 weeks or 6 months. She is also supposed to send out a couple of Wonder books that are ours to keep indefinitely.

The state aid library subsidy (SALSA) opened July 10th and closes August 8th. We are currently meeting the standards for incentive aid. In order to meet the standards for quality aid (which we are currently receiving), we need to be open 45 hours a week, with 7 hours on a Saturday. With the new regulation changes, every library in the system needs to meet standards for quality aid. If even one library does not meet it, then the entire system no longer qualifies.

Wishlist for finishing the Teen Room:

We collected \$725 designated specifically for the Teen Room. We've already spent the \$200 that was approved to add in the extra outlet, wiring, and having the TV mounted. The other items that I would like to purchase are:

Nintendo Switch: \$289

Fold Up Seating x 2: \$84 each

Astronaut Galaxy Light: \$35

4x6 area for Kids room: \$34

Holiday Fest: clean up the mailing list. I was going to send everyone on our list an email to see who is still interested in receiving a registration form. We have a total of 116 vendors in the list, 75 of which have emails. I would pull out those who have been to Holiday fest since we resumed having it so that they stay on the list. I also have a place holder ready to go on the website.

6 Month Stats (Jan-June 2024 v 2023)

Patrons: 765 v 662

Libby Circ: 91 v 94

In Person Circ: 576 v 643

Website Visits: 3534 v 1039

Old Business:

Craft and Vendor Bizarre - Erica sent out thank you's. We had a profit of \$974.21. There was 1 vendor issue, spot was with extra space when it was actually 2 vendors. Input from vendors was needed for better promotion of event. Posters need to be put up all around. Nate will check with Sue Ransom to see if we can book the park for this event again next year on 6/14/25 being first choice, or 6/28 as the second choice.

Audit - Kristine turned this in to Erica. There was a price increase to \$630.

New Business:

Policy change for putting window, bulletin board, social media for outside businesses and groups. - Erica is working on this, needs proper verbage. She will bring to next meeting.

Board Resolution Waiver of Standards was signed by Chris, Kristine, Sue and Erica and will be sent to Leslie.

Salsa and hours - We will need to increase the hours the Library is open for 2025. The hours will be set at 35 hours, motion for this was made by Kristine, 2nd by Chris, unanimous motion carried.

Erica attending Conference in Springfield Massachusetts Sept 11-14 at a cost of \$973.80. Motion made for her to attend made by Chris, 2nd by Kristine, unanimous motion carried.

Teen Room wish list- \$725 collected to use, Erica proposed purchase TV mount, outlet, Nintendo Switch, fold up seating, Galaxy light and area rug for kids room. Chris made motion to purchase, 2nd by Sue, unanimous motion carried.

Holiday Fest - this will be held on 11/9/24, fees will remain the same. Erica will send out email and letters the first week of August. Sue will also check with Sacred Heart for Parish Hall to be reserved in case we need the extra space this year.

PTLS - Chris was unable to attend but was able to vote on all topics.

Board member resignation was rec'd for Laura Bryant, it was the end of her term as well.

New Board member - Jackie Sprow needs approved at Township meeting and she should be able to join us at our Sept meeting.

Little Free Library - Erica proposed for this with installation at/near the Genesee Park entrance. Needs to be discussed with members of Park Board. Motion made to move ahead with this by Kristine and 2nd by Chris, unanimous motion carried.

Next meeting: Sept 16th at 6:30

Motion made to adjourn meeting at 8:30 by Sue, 2nd by Kristine, unanimous motion carried.

Respectfully submitted,

Sue Reed, Secretary