

September Meeting Minutes 2024

Genesee Area Library Board Meeting Minutes for 9/16/2024. Meeting was called to order by President Chris Moser at 6:35 pm.

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

Absent: Trinity Cowburn

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

Treasurer Report by Kristine Smith

Balances at bank 7/31/24:

Checking \$38,596.28

Savings \$3,714.53

Debits in the month of \$5,016.09

Credits of \$332.09

Quarterly reports were completed and submitted. Ordered new checks supply

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

Directors Report by Erica Moses

July Patron Count: 92 adults, 42 kids (5 new)

New Items: 68

Deleted Items: 34

Resource Sharing IN: 5

Resource Sharing OUT: 11

August Patron Count: 84 adults, 36 kids (1 New)

New Items: 32

Deleted Items: 3

Resource Sharing IN: 9

Resource Sharing OUT: 16

Received some clarification from June on hours and what we needed to address on our SALSA. Until the new regulations are passed, we don't need to worry about the director working full-time (35 hours). Also, the way I worded why we need a waiver for not meeting the open hours standard will give us some more wiggle room and we can stay at 30 /hours for the time being unless OCL comes back and says otherwise. SALSA was approved on 8/7/24

Purchases were made for the lighting, Nintendo switch, and area rug. I held off on the chairs because they had gone up in price. Continuing to look for others.

Played phone tag with Barb Gilner. Yes, we can have the church for holiday fest. She'll bring the contract around when she has the opportunity to do so.

Members of the park board would like to stop in and chat about the Little Free Library proposal.

We did receive a shipment of items from the "thinking money for kids grant," but still waiting for the Playaway Launchpads

Sent a final notice to a patron on 8/16/2024 for two books that were not returned. The patron did find one and paid the replacement fee for the second. Second Notice letters were sent out to two more patrons.

I cleaned up the holiday fest mailing list. A few people responded to the email I sent, asking to be removed. Letters were sent during the first week of August and opened online two weeks later. We currently have 7 confirmed, and 1 awaiting payment.

New policies are ready for approval.

The cheaper room for the conference was no longer available when I got home after July's meeting and I went with the next cheapest, but it added approximately \$63 on to the total I gave in July.

All of the PTLS libraries survived with the flooding that occurred in August with little to no damage. Our library closed early that day and while the basement was damp in the one corner, we had no flooding issues. Sherry was also unscathed.

Millie Hulbert sent in a payment of \$50 for two spaces. She overpaid by \$10.

We had an issue with our large format printer. Databranch was called to stop out and service it however they couldn't fix it. They allowed us to extend our warranty and bill it against our TSR. Once that goes through, we're covered through HP for another 3 years and an HP tech will come out to fix the printer.

In contact with the Bloomsburg Children's museum to bring programming in. They started in Tioga county libraries last year and all of the sessions they've done have been a big hit. They started working their way into Potter County and have been to Galeton. I reached out to see if they would want to come to Genesee too. They will be here monthly, starting September 18th.

The library won two of the three grants I submitted back in May. Both are youth services focused and are reimbursement grants. The main contact for the Sustaining Success Grant has already reached out outlining the next steps. Currently we are waiting for a contract to be created, however "contract execution time can be lengthy and you will be unable to submit for reimbursement until the contract is fully executed." It was suggested that we wait to purchase items until that happens. I did reach out to ask about the reporting and timeline requirements as this grant was supposed to be determined by the end of June so my timeline started with July. I am currently in the process of curating a list of items to purchase for each of the grants.

Old Business:

Holiday Fest - 100 letters sent out by Erica, with a pre-registered vendor count of 9 at time of meeting. With multiple craft and fall festivals coming up, board members asked to attend if can and scout for more vendors. Applications can be picked up from Erica to take and also get updated vendor lists so we are careful not to have same vendors. To help advertise will need to get flyers hung, post on Solomon's, and Erica will share with at her next Library directors meeting. Food for the festival will be discussed at our Oct meeting and Chris will still be doing the is mapping of vendors. We will have a planning meeting on November 4th just to finalize festival details and also a short meeting after festival.

Little Free Library - This is pending as we have concerns with liability, safety and where to locate this since the park is closed in the winter season.

SALSA - State Aid Library Subsidy Application this was approved on 8/7/24.

Waffle waiver was completed by Erica to cover us only being open 30 hrs a week, states that we are not open 35 hrs.

New Business:

The library won 2 Grants, one for Sustaining Success for \$2,500 and the second is Excellent and Equitable for \$5,000, for a total of \$7,500. The first Grant is for birth to 5 yrs old - Play and Grow, the 2nd is for ages birth to 18 yrs old for anything that can go into circulation as far as Erica is aware.

Approval of New Policies for the display board - Erica composed a policy for this and it was reviewed by all members in attendance at the meeting. Motion made to approve the policy made by Alex, 2nd by Kris, unanimous motion carried.

Trick or Treat is 10/31/24, Alex and Nate agreed to dress up and hand out candy and books at the Library from 5-7 pm.

Large format printer display board is not working properly. It is going to be covered under warranty, Data Branch tried to fix but unable so HP will have to send someone.

Next meeting: Oct 14th at 6:30

Motion made to adjourn the meeting at 8:04 by Nate, 2nd by Chris, unanimous motion carried.

Respectfully submitted,

Sue Reed, Secretary