

February Meeting Minutes

Genesee Area Library board meeting minutes for 2/24/25. Meeting was called to order by President Chris Moser at 6:30 pm.

Attendance: Chris Moser (Pres/Co-Tres), Kristine Smith (Tres), Sue Reed, Trinity Cowburn and Erica Moses (Lib Director)

Denny Matteson and Vickie Smith in attendance from the Park Board

Absent: Nate Pott, Alex Pott, Jackie Sprow

Motion was made to accept the January meeting minutes by Kristine, 2nd by Chris, unanimous motion carried.

Treasurer Report by Kristine Smith

Balances as of 2/2/2025

Checking: \$33,040.55

Savings: \$3717.30

Credits of \$11,651.66

Debits of \$4,617.42

Motion was made to accept Treasurer's Report by Trinity and 2nd by Sue, unanimous motion carried.

Directors Report by Erica Moses

January Patron Count: 62 Adults, 27 Kids (2 New)

New Items: 28

Deleted Items: 1057

Resource Sharing IN: 5

Resource Sharing OUT: 21

Brodart Collection Connection: April 24th (Thursday)

Submitted a Family Literacy Grant Application to Dollar General

One of our grants has been fully executed, the other has moved into comptroller review so it should be any day now that it will also become fully executed. I've attached a list of items to purchase. The larger of the two grants is strictly collection items (physical books, audiobooks, etc), and the smaller grant is what is being used for the items listed. I have also reached out to the grant advisor who has been a big help navigating everything. We are

signed up for reimbursements via direct deposit and I can send all forms to the advisor before sending them to correct agencies. The advisor did say that shipping costs were covered under the grant, but she wasn't sure about processing costs. It was also recommended to spend more (by \$5 or \$10) than the grant allotment just to make sure that the full grant amount is reimbursed.

Annual report is done.

Leslie and June were both informed of my intent to resign, as well as the rest of the directors.

We were given a few samples from Playaway to add to our collection. Nina White has setup a virtual meetup with them last month. These samples are ours to add to our collection with the understanding that someday, they'll have to go back but there is no timeframe given. I was told to use them and enjoy them for as long as we wanted. I had been in contact with the sale rep towards the end of last year and she has started to curate a list of items for me that I'm hoping to use a portion of grant funds for.

Had to reach out to Doug Harkness, tech support for NCLD, as one of the plugins on our website is not functioning correctly. It is supposed to email form submissions and was not doing so. He has in turn reached out to the hosting provider for a fix. This has happened in the past, and typically it is some random setting that takes forever to find. Until then, I'll just keep checking it manually via the website. I mention this mostly because we have two submissions from the Elections Director of Potter County as they are looking for a new polling place. I did reach out to him, apologizing for the delay in response, that I would bring the information to the board, but that I felt our library might be too small to accommodate. I did offer him for him to stop in and take a look if he would like, and it looks like he's going to take me up on the offer. Will keep you updated.

Working with Nina White to cultivate ideas for kits similar to the explore together bags that we currently have. I want to figure out a way to maybe repurpose them so they start moving again, as well as curate new ones from some of the items that we have.

I am slowly putting together a Director's Handbook, adding items and notes as I come across things I tend to do automatically. It is my goal to make a transition as easy as possible when the time comes.

Old Business:

Little Free Library - Denny Matteson and Vickie Smith from the Genesee Park Board joined the meeting briefly today to discuss location and possible monetary donation toward this project. Location ideas of maybe the Bank or Post Office. Need to find safe location for all

year round access. Discussed purchase of the "library box". Someone mentioned maybe even the school could be asked to have students make. Library does have \$400 grant money for this specific project, and hoping that maybe the Park could chip in \$400. Denny and Vickie will discuss at their next meeting which is 3/25/25 and will come to the Library board meeting to let us know.

Grants - One Grant was fully executed and the other we are still waiting on. Erica shared a detailed list of things to purchase with the grant money that was received. All board members reviewed this list and motion was made for Erica to make the purchases by Chris, 2nd by Trinity, unanimous motion carried.

April Bake Sale - This is scheduled for April 5th. Sue will reach out to Rhonda to make sure we can set up at Reed's. Will set up at 8 am, move to Fire hall around 11:30 - 11:45 to finish our sale along with the FD chicken BBQ.

June Fundraiser - This is June 14th, Erica will get the save the dates sent out. Fee's will be the same.

Fund Raising ideas - still need to work on ideas. Mention of maybe a Masked Ball in the Fall or October.

Photo's for Christmas - This is still a go since Erica was going to head this up.

New Business:

Director position - Chris spoke to Leslie about this. We need to get an ad together for this position and get it posted.

Merch Site - Erica proposed having Library merchandise site available on Library web site. Motion made by Trinity and 2nd by Kristine, unanimous motion carried.

Next Meeting: March 17, 2025 @ 6:30 pm

Adjourn: Motion made to adjourn the meeting at 7:45 pm made by Trinity, 2nd by Sue, unanimous motion carried.

Respectfully submitted,

Sue Reed - filling in for Alex Pott Secretary