

March Meeting Minutes

Genesee Area Library board meeting minutes for 3/17/25. 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, Jackie Sprow, Mandy Tawill (new board appointment) and Erica Moses (Lib Director)

Absent: Alexandra Pott (Secretary)

President Moser welcomed Mandy Tawill to the library board. Nate Pott's (Vice President) resignation was received into the township office and the Board of Supervisors appointed Mandy to fill his term at their regular monthly meeting in March. It was discussed that Alex Pott's resignation had arrived after the township meeting and the appointment would be on the agenda for next month's meeting. Nate and Alex's contribution to the board and the library will be missing and thanks were shared for their help at the library and within the community and we will miss them living here.

Motion was made to accept the February meeting minutes with the date correction of June fundraiser to June 14th by Trinity, 2nd by Jackie, unanimous motion carried.

Treasurer Report by Kristine Smith

Balances as of 2/28/2025

Checking: \$31,996.72

Savings: \$3,717.30

Credits of \$1,171.21

Debits of \$2,218.80

Kristine will take 2024 paperwork to Taxes Etc

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

Directors Report by Erica Moses

February Patron Count: 85 Adults, 18 Kids (3 New)

New Items: 25

Deleted Items: 32

Resource Sharing IN: 7

Resource Sharing OUT: 21

Brodart Collection Connection: April 24th (Thursday) I have signed up to go, but we need to discuss how you want me to report it schedule/mileage wise.

Our other grant has been fully executed. This one was for \$5000 and book purchases for ages 0-17 only. There is one more community of practice session to attend in the beginning of March and I will start to make book purchases after that. The Sustaining Success grant items are starting to arrive and I really am excited at how everything is coming together. First round of reporting is due at the end of March.

The merch site is set up, but I am waiting to launch it. I sent a request out to the District's marketing person in hopes that she might be able to create one or two more designs that we can use. Once I hear back, I'll get the site launched and start promoting it.

Vendor Bazaar letters were sent out. I have not put the registration form on the website yet.

I did get together with Nina White and have some great ideas to use to put kits together and will be working on that soon. I did order plastic tote bags which have arrived and started pulling out everything we have in order to separate out what would make a great kit.

Struggling a bit with getting a Director's handbook together. With only being here two days a week and making sure both grants are also taken care of, I haven't had the opportunity to put much into it. I am hoping once all the grant purchases are made and cataloged, that it can become a focus.

Spoke with First Citizens Community Bank about putting a Little Free Library there, and told yep, go for it! So that is one hurdle down!

June attended a training course on the new annual report. This is not the report we file with OCL every year but a new one that is replacing a filing that was done every 10 years. Followed the steps to find out if we need to file this. We are not incorporated, nor do we show up in PA Business listing of ones that do, so it is not something we have to worry about.

I am attending the Township Meeting on March 11th, and the library will close 15 minutes early that day.

Sherry informed me of a Doctor's appointment on March 13th that conflicts with the library schedule. She agreed to open the library after her appointment. Unfortunately, Thursday is my day shift with Belmont so I will not be able to cover it until she is able to make it in. Will post on Facebook.

Old Business:

Little Free Library - Cheri at Northern Potter was presented with the idea of students helping with this project and will look into it.

April Bake Sale - April 5th-Reed's Market. Rhonda approved the use of area for this fundraiser. Kristine to pick up supplies from the library, set up to begin at 8 am, sales advertised to start at 9am move to Fire hall around 11:30 and finish sales with their Chicken Bbq. Donations will be accepted on Friday at the library or Sat 8am at Reed's. Community baker donation call list was divided up between Chris, Jackie, and Mandy

June 14th Vendor Bazaar- Nate and Alex were leads for this fundraiser, Trinity volunteered to take lead role for organizing event, planning to continue.

Director work hours and minimum credentials required for the position were discussed (minimum associate's degree AND have 9 college credits, or be willing to obtain those credits, in order to apply for library certification), as well as state aid open hours requirement (45hrs) and our current waiver (30hrs open) of this requirement. There are also several clearances that need to be obtained. Mandy will draft an advertisement and send for review, Erica will submit to Roy for the community newsletter.

New Business:

It was approved for Erica to attend Brodart Co event in Williamsport PA on behalf of Genesee Area library and record it on her timesheet and she will submit her mileage to PTLS

Discussion held on replacing Vice-President and Secretary chair positions. Sue agreed to accept Vice President chair and Kristine agreed to accept Secretary chair with other board members helping out when able. Motion made by Jackie for these appointments, 2nd by Chris, unanimous motion passed

Next Meeting: April 14, 2025 @ 6:30 pm

Adjourn: Motion made to adjourn the meeting at 7:25 pm made by Jackie, 2nd by Kristine, unanimous motion carried.

Respectfully submitted,

Kristine Smith - Secretary/Treasurer