

## SINCLAIRVILLE FREE LIBRARY BOARD MINUTES

January 29, 2025

**OPENING:** Bill Newton called the meeting to order January 29, 2025 at 6:04 PM with reciting the Pledge of Allegiance.

**PRESENT:** Lisa Greeley, Beth Hadley, Jessica Emmott, Darla Frost-Kianos, Bill Newton, Roslin Newton, Linda Bartholomew, Peggy Minckler, Meagan Klem, Darla Frost Kianos, Candi George, Erin Gray

**MEMBERS ABSENT:**

**APPROVAL OF MINUTES:** The November 25, 2024 minutes were approved. Motion to accept with corrections by Darla Frost Kianos, seconded by Lisa Greeley, motion carried.

**FINANCIAL REPORT:** Darla Frost Kianos moved to approve latest financial reports, Linda Bartholomew seconded, motion carried.

**DIRECTOR'S REPORT:** The report was reviewed. Peggy Minckler motioned to accept, Lisa Greeley seconded, motion carried.

1. Insurance for trustees was discussed at cost of \$342 per year. Candi George motioned to accept, Linda Bartholomew seconded, motion carried.
2. Beth met with the director of Cassadaga / Mary Seymour Library to confirm continued collaboration on literacy issues.
3. Construction grant options should be reviewed, will be discussed at next meeting.

**SPECIAL COMMITTEES:**

Building and Grounds: No reports

Anniversary Celebration Committee: Three persons volunteered, Audrey Little, Hope Fredrickson, Karyn Okerlund have agreed to meet. Lisa Greeley will reach out to Dean Houser regarding support on the day of the event. Will consider collecting stories about the building.

Outreach: No reports

**CORRESPONDENCE:**

1. A cease-and-desist order came to the library objecting to the name of the library story hour. The name was changed to Story Hour.

## OLD / UNFINISHED BUSINESS:

1. Logo submissions are still being sought from the school. Jessica is following up with the school. Jessica will review / edit the current suggested logo as more professional options are pursued. A new logo was suggested for the 25<sup>th</sup> anniversary.
2. Candi shared that Falconer Printing can print logo banners with corrections, Meagan shared that a tablecloth from online provider worked well for library's purposes. She agreed to share a link.

## NEW BUSINESS:

1. Roslin submitted two grants for library signage to north county organizations. Responses will not arrive until March.
2. Annual appeal brought in about \$6,000, Bob Kochersberger sent \$5000 donation.
3. Policies for closure were reviewed. Board will review which national or other holidays will result in closure
4. Library manager role will be referred to as Director.
5. When after school activities are cancelled, library activities will be canceled from 5-7.
6. Roslin motions to accept the suggested policy changes, Linda seconded, motion carried
7. Peggy suggested that if the library has a inclement weather cancellation the staff be paid for their originally scheduled hours. Linda motioned to accept this as policy, Peggy seconded, motion carried.
8. Beth will review the "Hero Act" to address any pandemic issues for the library.
9. Meagan Klem and Erin Gray were welcomed as new board members.
10. The potential for another employee was discussed for evening hours and /or Saturdays. A job description will be reviewed, someone known to the staff may be interested.

ADJOURNMENT: The meeting was adjourned at 7:015 pm. Motion by Roslin Newton, seconded by Lisa Greeley, motion carried.. The next meeting will be held on February 26, 2025, at 6:00 PM in the library.

Minutes submitted by: Lisa Greeley

Approved: February 26, 2025