

Haxton Memorial Library
Board of Trustees Meeting
December 14, 2022

PRESENT: Kim Gibson, Carol D'Alba, Denise DiMatteo, Lynette Crawford, Jessica Baker, Justin Staebell, Patt Fagan

Meeting called to order at 6:36 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Lynette Crawford with second by Denise DiMatteo to approve November 2022 minutes.
Motion carried.

TREASURER'S REPORT: November month end report shows \$60,820.41 in checking. \$84,473.99 in savings. Motion by Jessica Baker with second by Denise DiMatteo to approve November report.
Motion carried.

Bills for December total \$3,144.27. Motion by Lynette Crawford with second by Denise DiMatteo to pay December bills. Motion carried.

MANAGER'S REPORT: As submitted by Kim Gibson, Library Manager, and on file at the library office. The report highlights attendance for programs throughout the month and various meetings attended in support of the library.

OLD BUSINESS

- PATT'S UPDATE: Patt Fagan distributed an update on the library restructuring process with completed tasks, upcoming tasks and press releases. She also provided the board with information on phase two (vote related activities) spanning tasks for board members and the library's lawyer from January to the vote in May. Deadlines to submit library information for the school district newsletter are January 27 and March 17. The board will reserve the town of Oakfield's community center for a public meeting about the recharter on March 28, 2023 at 7 pm. Mailings with info on the recharter will be sent out three weeks before the vote.
- SLOGAN UNVEILING (TREE LIGHTING): The unveiling went well! Board president Carol D'Alba gave a short speech about the new slogan before it was lit up in the library's window. Free cocoa and cookies were passed out to those in attendance.
- TALENTED THURSDAYS UPDATE: The library hosted a make your own giraffe stuffed animal workshop as well as adult and kid ornament and card making classes.
- ART SHOW: Terry Kolb spoke about each of the artworks on display at the library. The paintings will be picked up December 27.
- CHRISTMAS IN THE PARK (DEC. 3): 78 people attended the library's planned day activities for this event.

- **COMPUTER TECHNOLOGY CLASSES BOOKED:** Classes for February and March were booked through Nioga. The instructor will provide training on any electronic devices patrons need help with.
- **DEMENTIA WORKSHOP:** The workshop was canceled due to lack of interest.
- **BUDGET:** The board reviewed the 2023 budget of \$136,469. The budget will require the use of \$34,769 from the appropriated fund balance. Motion to approve the 2023 budget by Justin Staebell with second by Lynette Crawford. Motion carried.

NEW BUSINESS

- **STAFF CHRISTMAS LUNCH:** The lunch was held Tuesday, December 13 from 12-2 pm.
- **INFORMATIONAL BOOKLET:** Kim Gibson attended a Nioga meeting and brought back an example of a booklet listing important local business information. Tiffany Gould put together a rough copy of an informational booklet for Oakfield-Alabama. Some changes to be made before distributing to patrons.
- **SEXUAL HARASSMENT TRAINING:** Library staff and board members completed this training.
- **INFORMATION TO ALABAMA:** Kim Gibson dropped off new library calendars and bookmarks to the town building.
- **PENGUIN RANDOM HOUSE GRANTS FOR SMALL & RURAL LIBRARIES (GRANT):** Kim Gibson and Jessica Baker met and wrote a grant proposal for \$1000 intended for the purchase of new Playaways for the library.
- **ALA (LIBRARIES TRANSFORMING COMMUNITIES GRANT):** Kim Gibson and Amy Joslyn will work on a \$1000 proposal involving outreach to the elderly community for this grant.
- **DG GRANT:** Kim Gibson and Jessica Baker will meet to work on a grant for the purchase of Wonderbooks and Launchpads for the library.
- **BOOK TALK/SIGNING:** Lynette Crawford suggested the library host local author Travis Scroger to discuss his first book, *Torrent Breach*.

NEXT MEETING: January 11th @ 6:30 PM

Meeting adjourned at 8:15 PM.