

Haxton Memorial Library
Board of Trustees Meeting
October 11, 2022

PRESENT: Kim Gibson, Carol D'Alba, Denise Dimatteo, Lynette Crawford, Jessica Baker

Meeting called to order at 5:35 pm

APPROVAL OF SECRETARY'S REPORT:

Motion by Lynette Crawford with second by Denise Dimatteo to approve September 2022 minutes with noted changes. Motion carried. Request made to email the meeting minutes to all board members prior to each meeting, beginning with the October minutes.

TREASURER'S REPORT: September month end report shows \$70,604.48 in checking. \$84,471.17 in savings. Motion by Jessica Baker with second by Denise Dimatteo to approve September report. Motion carried.

Bills for October total \$4,242.71. Motion by Lynette Crawford with second by Denise Dimatteo to pay October 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

- TALENTED THURSDAYS: 27 people attended the "Meet the Instruments" program with the Genesee Symphony Orchestra. 11 people attended the adult fall craft night.
- GENESEE COUNTY FINE FREE: The fine free trial period went into effect October 1, 2022. All fines will be waived for the months of October, November and December. The fine free period was advertised in local papers. Kim Gibson has received positive feedback from patrons.
- BUDGET PLANNING: The library has a working budget for the 2023 year and a loose budget for the 2024 year. \$12,000 in lawyer fees needs to be included in the 2023 budget. It is necessary to take money from the appropriated fund balance to cover next year's budget.
- PAT'S UPDATE: Pat's report provided a list of completed and upcoming tasks for the library restructuring process.
- SLOGAN CONTEST: The contest is going well. There are a good amount of entries from patrons. The results will be announced after October 31, 2022.

NEW BUSINESS

- GO ART GRANT: Kim Gibson and Jessica Baker met on September 28, 2022 and completed

and submitted the grant application for the 2023 year.

- **BOILER INSPECTION:** The inspector found that the upstairs bathroom toilet was leaking down onto the boiler. Kim Gibson notified the town of Oakfield, and it was fixed in a timely manner.
- **TIFFANY OFF:** Tiffany Gould did not work the week of October 3 – 8, 2022 due to sickness/COVID protocol. Need to look into the rules for paying employees unable to work due to COVID.
- **KIM'S VACATION:** Kim Gibson will be on vacation October 12-19, 2022.
- **VOUCHERS TO JOANNE'S:** Denise Dimatteo will bring the vouchers to Joanne Amon's office this week. The board discussed how to streamline the process of submitting the vouchers to the accountant in the future. Options discussed include sending through the post office, submitting digitally, or physically dropping off to the office.
- **OCTOBER TRICK OR TREAT AT TRIANGLE PARK:** The library will host a trick or treat event for local children Saturday, October 29 at 10 AM in Triangle Park. Children will be invited to dress in costume and participate in a parade around the triangle. Board members and other volunteers will be stationed in the park and pass out candy and treats to the children. The money to purchase these treats will come from the Children's Programs funds.

NEXT MEETING: November 9th @ 6:30 PM

Meeting adjourned at 6:18 PM.