

Stevens Memorial Community Library
Minutes of the Board of Trustees
August 12, 2024

The August meeting of the Board of Trustees was held In Person at the Library, at 6:00 PM. President Sandy Eck called the meeting to order at 6:02 PM. Also present were: Jennifer Wilkinson, Frank White (treasurer), Lori Kubik, Director Felicia Cecere, Amanda Conlin and Katie Kennedy. Absent was Barb Helak, Mike Morse 2 public interested in the Board Membership Stu Hempel and Kim Harding attended.

We did pledge to the flag.

We reviewed the agenda, Katie made a motion to approve it, which was seconded by Amanda and carried. Amanda made a motion to approve the July, 2024 minutes, which was seconded by Lori and carried.

We reviewed the past month's expenditures and discussed the Treasurer Report. Frank did review the spreadsheets.

- Reports reviewed
- Total number difference abstract and distribution sheet and Frank will find the error
- Casella canceled 7/1/24, Alex take stuff to the dump, Tuesday and Saturdays, working out OK
- ALA grant fund need to finish spending – paperwork due 9-1-24
- Jen move to approve finance reports, Sandy Seconded - carried

Director's report. (attached).

- Monthly stats, July was back up with everything
 - o 3000 reference Qs, 50-65 people a day
 - o 23 programs in July
 - o 118 attended
 - o 4 groups, 12 people meet that are not library affiliated
- Painting the reading room, paint bathrooms over the weekend
- ALA grant, money left to buy back-up supplies,
- Reapply for the grant for next year and look into having the front re-done for get some ramp up front and the electric work for our handicap doors
- Grant for Ralph C. Wilson Jr. – Felica working to apply
- Grant for inclusive collections aid – submitted for OWWL
 - o Materials for all ages, disability friendly, inclusive, etc.
- Memorial Fund – spreadsheets printed –
 - o General breakdown
 - o Materials Sheet (small print spreadsheet)
 - o Books on CD to be spent soon (about 20 every year)
 - o New Play-Away are in and are ready to be processed and put out
 - o Children's room – needs and outlet moved and it is complete
 - Kids are loving it
- 120 people for Bluey
 - o Photos on FB
 - o Donations
- Teen corner done and it is up front and they are liking it up front
 - o Switch
- Spreadsheet big picture breakdown
- Tax Id Number → OWWL Lawyer helping us contact IRS and fix it
- Policies –
 - o Whistleblower and Conflict of Interest forms

- Intern forms
- Summer Reading
 - 65 adults
 - 30 teens
 - 62 kiddos
 - Final week, grand prize next week
- 100 kids from the school, 20 kids return and sign up for library cards
- Abby and Chloe did first alone programs
 - Abby, braiding, `30 people, Chloe ~20 – stamp making
- Upcoming program
 - Yoga weather affected, will try 1 more
 - Marvel movies continue
 - Sticker Making Class today
 - Journaling
 - Bugs
 - Book Club
 - Pike Fair
- Budget kit is here
- Met local directors
 - OWWL in Vertical Café in Warsaw
 - Compliments on our engagement, etc.
- Hours decrease come fall with kids who go back to school
- May reduce Friday PM shifts due to not a lot of traffic
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Under Old Business,

A. Becker Memorial Spent

Under New Business,

a. Anne Rupert – spend down

i. Discussions

B. Personnel and Finance Committee- reminder meeting dates

a. Personnel Date: August 19th at 5 PM

b. Finance/Building and Grounds date: September 9th at 5 PM

For Public Comments: n/a

Katie made a motion to adjourn at 6:45 PM, seconded by Jen, carried.

The next meeting will be held on September 9th at 6:00pm in the Library., 5:00 for Finance.

Respectfully submitted,
Jennifer M. Wilkinson, Secretary