

Stanford Free Library Trustees' Meeting Minutes

August 13, 2024

Present: Natalie Bliss, Melinda Heady, Kari Lorenson, Barbara Mauer, Bobbie Menendez , Jim Bail, Laura Gilhooly,

Absent: Mark Williams, Claudia De Bellis, Pamela Deitrich

In Attendance: Christa Cerul, Marc Smith

Minutes: Motion made to approve the minutes from the June 2024 Trustee's meeting. Vote taken. Approved.

Treasurer & Financial Report:

- A. Financial report from June 1-30, 2024 (not ready)
- B. Financial report from July 1-31, 2024 (not ready)
- C. The Quickbooks version that we were using for payroll and such was discontinued. Christa purchased a 1 year subscription to the discounted version of Quickbooks Online Plus for \$80/year, as well as a subscription to Quickbooks Online Payroll Core. There has been a delay on some of the bookkeeping due to the learning curve that goes along with the transition to this new software.

Correspondence:

- A. A thank you note from Leandra Costa, recipient of the library scholarship, was shared.

Librarian Report:

- A. The Library Use Statistics for June were not complete.
- B. The Library Use Statistics for July were not complete.
- C. In late June it was noticed that the patron counter seemed to be incorrect. SenSource was contacted and resolved the issue. Because of the problem with the counter, the counts we have for May and June are likely lower than what they actually were.
- D. The library will be closed on Monday, September 2nd for Labor Day.

Old Business:

- A. None

Committee Reports:

A. Building Maintenance

1. Jim has been working on the water testing equipment and system. He is looking into a safer system that does not involve as much chlorine, such as a UV system.

B. Fundraising and Publicity

1. Market Bags are in and are being sold for \$5 each. We have not sold many.

C. Grants- None

D. Legislative- None

E. Nominating-

1. Christa approached Marc Smith about becoming a Trustee. He attended tonight's meeting. The board voted to have Marc as a new trustee. It was approved unanimously.

F. Personnel

1. Stephanie Dance-Villetto of TLC Cleaning is now cleaning the library on Sunday afternoons with her daughter.
2. Ginny Schall, our Thursday volunteer, will not be returning. We talked about some ideas to do something to thank her for her service.
3. Violet Bliss has started as a Volunteer, doing shelving on Fridays for an hour or so.
4. Margaret Moebius, our Monday volunteer, will work her last shift on Monday, September 9th. She has been here since October of 2017, but is resigning for health reasons. We will do something to thank her for her service.

G. Programs

1. **Adult-** Christa reviewed the many Adult programs being offered.
 - a. Game Time for Grownups and Meditation Hybrid have not been well-attended.
2. **Children's-** Christa reviewed Children's programs.
3. **Teen-** Christa reviewed teen programs.

H. Scholarship-

- A. Claudia attended the awards ceremony on Wednesday, June 12th at Stissing Mountain High School, and presented Leandra Costa with this year's scholarship/graduation award.

I. Technology- None

New Business:

1. Community Day is Saturday, September 14th. We will need volunteers to man the table that day.
2. The tree on the left side of our main driveway heading out needs to be cut down. Jim will contact some of the suggested tree specialists to get estimates.

Next Meeting- Tuesday, September 10, 2024 @ 7 pm

Adjourn- Motion made to adjourn @ 7:45 pm. Vote taken- approved