

Stanford Free Library Trustees' Meeting Minutes

November 14, 2023

Present: Natalie Bliss, Kari Lorensen, Bobbie Menendez, Jim Bail, Mark Williams,, Barbara Mauer, Laura Gilhooly, Claudia DeBellis, Pamela Deitrich

Absent: John Shanley, Barry Weinberger

In Attendance: Christa Cerul

Minutes: Motion made to approve the minutes from the October 10, 2023 Trustee's meeting. Vote taken. Approved.

Treasurer & Financial Report:

- A. Financial report from October 1-31, 2023 was approved.
- B. The 2024 Library Budget was presented to the Board. The Board will vote on the budget at the December 2023 meeting.

Correspondence:

- A. A thank you note from Arlene was read.
- B. Laura also read a thank you note from the Friendship Garden Club for hosting their meeting here at the library.
- C. An email of appreciation from a homebound patron, Jon Ferber, was read.

Librarian Report:

- A. Christa reviewed Library Use Statistics for October.
- B. The library will close at 5:00 pm on Wednesday, November 22nd, and will be closed on Thanksgiving. We will resume regular hours on Friday, November 24th.
- C. Each Trustee is now required to have 2 hours of training annually. The attached sheet shows all of the trainings done by trustees this year to date. If you think that something is missing please let Christa know. Please be sure to complete your required training by the end of this year

Old Business:

- A. None.

Committee Reports:

A. Building Maintenance

1. Jim will winterize the grounds soon.

B. Fundraising and Publicity-

1. The November eNewsletter was sent out to 1,570 people and had a 42.9% open rate, which is a bit above the average of 40.9% for our newsletter and also above the 34.1% average for our peers (according to Mail Chimp).
2. Annual Appeal - The letter has been sent to the printers and Christa has requested the list of new home owners from the Assessor's Office so that they can be added to the list of addresses that the appeal will be sent to.

C. Grants- no new business

D. Legislative-

1. The Municipal Ballot Petition Reduction Bill was signed by the Governor! In short, the signing of this bill standardizes at 25 the number of signatures needed by a public library to ask voters in their community for an increase in their local funding. This bill will help libraries request and secure more consistent, predictable budget increases that allow them to adequately address community needs and general increases in operational costs.

E. Nominating-

1. Barry's and John's terms will be up at the end of this year. Neither of them will continue as Trustees. Christa has some individuals in mind to ask to occupy these Board vacancies.

F. Personnel-

1. Our new volunteer, Wesley, began working on Friday, October 13th. He is doing a work study program through the Special Education class at Stissing Mountain. He comes with an aide and works for an hour each week. It is working out well!

G. Programs

1. **Adult-** Christa reviewed the many Adult programs being offered.

A. November 17th will be the last Foreign Film night at the library. It has been very successful, but Pam is stepping down as the organizer. Anyone want to take over?

2. **Teen-** Christa reviewed Teen programs.

3. **Children's-** Christa reviewed Children's programs.

H. Scholarship- no new business

I. Technology- no new business

New Business:

1. We recently moved money from the money market account into additional CDs at the Hudson Valley Credit Union. This put our investments above the \$250,000 level for protection under NCUA (the Credit Union equivalent of FDIC). In order to correct this situation Mark made a motion to add Jim Bail to the Stanford Library accounts at HVCU, thus raising our level of NCUA protection to \$500,000. The motion was approved unanimously.

4. Kari presented information that she and Mark have gotten from researching teen programming needs and attendance at many local libraries. They plan to talk to people from Stissing Mountain Jr/Sr High School, the school Board, and local teens to see what the need is for teen programs offered at our library.

Next Meeting- Tuesday, December 12, 2023 @ 7 pm

Adjourn- Motion made to adjourn @ 8:11 pm. Vote taken- approved