

Minerva Free Library

Board of Trustees Meeting Minutes:

December 10th, 2024

“Libraries Change Lives”

Present Board Members: Darlene Barney, Judy Warren, Krista Rhebergen, Beth Armes, Elizabeth Meeder, Chris Labuskes

Absent: Dianne Courtney-Freeman, Karen Croscut

Director: Cindy Sears

Secretary’s Report: President Beth Armes called the meeting to order @ 6:02 PM.

The minutes from the November Board Meeting were approved. A motion was made by Darlene and Seconded by Elizabeth. All: Aye

Director’s Report: Cindy Sears

The idea of inviting Vanessa to become a Board Member was brought up by Cindy. A motion was made by Chris and seconded by Elizabeth. All: Aye

With the position that Vanessa vacated, her position was posted with two resumes received and one inquiry. A motion was made by Elizabeth and 2nd by Darlene to post the new job position as Library Clerk and not Library Assistant. The duties would be different for a clerk as opposed to an assistant. When Director Sears makes her decision, this job will begin with a three month trial period with NY State minimum job wages.

Treasurer's Report: Darlene

	Checking	and	Savings
Beginning Balance	\$7,586.72		\$45,326.78
Ending Balance	\$19,323.11		\$17,821.03
Endowment Balance	\$183,848.75 as of November 26		
UBS Core Savings:	\$52,065.454 as of November 26		

Darlene submitted the projected budget sheet for 2025 to the board for their final perusing. With a few minor changes, Krista made a motion to approve the 2025 proposed budget and it was 2nd by Judy. All:Aye

Book Clubs:Judy

The Adult Community Book Club will meet on Tuesday, December 17th. A discussion will be made on the books Christmas Cupcake Murder and How to Walk Away.

The SCS Book Club will meet in January and will discuss the book, Winter Solstice by Rosamunde Pilcher

Buildings and Grounds Report:

The window grant will be finished in the spring with the remaining funds.

Elizabeth will be looking into the possibilities of fixing the leaded windows.

The lift has arrived in Jamestown. The Sheldon Foundation funding was extended to March to deal with the lift and the winter weather.

Fundraising:

February will bring our annual Sweetheart of a Book Sale.

Events:

Photo Scavenger Hunt this Thursday.

Grants:

Cindy and Beth will try to write one more grant proposal this year with the focus being on children's book shelving.

Cindy and Elisabeth with focus on the \$450 dollars left from our outdoor furniture grant.

New Business:

Policies will be rewritten with the changes that were determined by the board. Cindy and Elizabeth will rewrite these also using the comments from Jan @ CCLS.

Elizabeth made a motion to approve the policies that were presented to the board. It was 2nd by Judy. All:Aye

A motion was made by Darlene to approve the 2025 Holiday Closings for Minerva Library. It was 2nd by Judy. All:Aye

The library will be closed for the Holidays on December 24th, December 31st and January 7th.

Instead of our January Meeting, we will have our annual Holiday Party.

Monthly Meeting Focus Topic:

Next Meeting: Tuesday, February 4th, 2025

Adjournment: President Armes adjourned the meeting @ 8:03.

Respectfully submitted,
Judith Warren