The Minutes for the Board meeting for the Southworth Library May 30, 2024

Present:

* Michael Lane, President
* Bambi Avery, Secretary
* Randall Stewart, Vice President
* Paul Streeter, Treasurer
* Clint Brooks
* Charles Dardia
* Diane Pamel – Library Director
* Allison Payne-Senior Librarian

Excused

* Brenda Carpenter

Additional attendees

Jim and Kayla Lane, Dryden Apartment and Realty Company- property managers for 8 Library Street

Meeting called to order at 6: 05 p.m.

Privilege of the floor for the public- no attendees

**Minutes**

Paul Streeter moves to approve the minutes for March 18, 2024; Randall Stewart seconds and all vote in favor.

**Treasurer Report and Finance Committee**

The following financial reports for January – February 2024 are submitted and reviewed.

* Balance Sheet
* Profit & Loss
* Operating income
* Budget report with income and expenses
* Lincoln Fund
* Bailey Fund
* Grants Report

Paul Streeter notes that Engels Accounting will complete the 990 for 2023. It is in progress.

**The Director Report**

* Report is submitted for Board review. Director Pamel notes a 15% increase in Library use since last year.
* Policies need to be reviewed every five years. The operations committee will review one or two at each meeting and then bring to the board for approval.

No questions or modifications needed.

**8 Library Street**

The bi-monthly 8 Library Street report is submitted and a brief report provided by Kayla and Jim Lane, property managers to explain their work and processes. They are excused at 6:30 pm

**Operations Committee**

The by-laws are reviewed with potential changes. No vote is made.

Long range strategic plan is provided and plans for reviewing and updating in place.

Bequest received from Lois Stafford. Mike Lane will contact the family to determine whether there is a specific use intended.

**Building and Grounds**

* New York State Construction Fund will open in early July for possible use for the boiler replacement. Quotes are being obtained.
* Limbwalker has been contacted for trimming the Arborvitae on the East side of the building
* Schickel Construction will do work on the front doors and sidewalks.

Charlie Dardia moved to close the meeting, Bambi Avery seconds and all approve.

**Fundraising**

The donor/volunteer recognition event was a success.

The fundraising cycle will begin in August.

The meeting is adjourned at 8:15 pm

Next meeting is scheduled for August 5 at 6:00 pm