

Barrett Paradise Friendly Library  
Board of Trustee Meeting Minutes  
January 23, 2023

Meeting held in Weiler Family Community Room with a virtual option

In Attendance: Lisa Flanagan, President; Julie Wynne, Vice President; Deb Boyle, Treasurer; Cindy Cook, Secretary. Trustees: Brette Fulton, Darryl Speicher, Mike Stein. Mary Ann Lewis, Library Director.  
Absent: Richard Leist, Julie Niering.

Lisa Flanagan, President. called meeting to order at 5:30pm.

Minutes from the November meeting were reviewed and approved. Mike Stein motion, Darryl Speicher second, all were in favor.

Minutes from special January meeting were reviewed and approved; Julie Wynne motion, Mike Stein second, all were in favor, with Brette Fulton abstaining.

**Treasurer's Report**-Deb Boyle reviewed the balance sheet and noted our cash numbers are very consistent with the prior year. Our building assets are the same and our investments at \$390,000 are smidgin back up. Our liabilities are fairly consistent with accounts payable up a bit as well as payroll up a bit due to employer tax payments. Discussion took place about shifting some of the checking account money into Morgan Stanley. The year end profit and loss statement was also reviewed and it was noted indirect support came in over budget. Grant carryover figures were discussed. It was also noted the majority of expenses came in under budget with the exception of the utilities and equipment (Geo Thermal unit replacement).

Motion to file November and December Treasurer's Reports for audit; Mike Stein motion, Darryl Speicher second.

Mary Ann noted the money we receive from state aid should arrive in early February.

Deb Boyle reached out to a few accounting firms to see if they might be interested in taking us on as a client. Deb will work with Mary Ann and Lisa to prepare a RFP to send out to the interested firms.

**Library Director's Report**-Over the past 2 months the number of volunteers has decreased due to people being away or ill. Nothing else is out of the ordinary for the other statistics. Mary Ann will begin working on the annual state report. Mary Ann also passed along that she as well as the staff are very grateful for the bonuses and Mary Ann is also very grateful for her raise. She stated many of the staff are interested in continuing education (one has started coursework) and she feels this is because they are vested in the library. Discussion took place about county funds that will be available to assist with continuing education expenses. Mary Ann is working on a proposal consistent with what other area libraries offer.

**Circulation Report**-Stats were a bit lower in December which is typical. We are still higher than the past few Decembers. Also, our year end numbers are higher than previous pandemic years.

**Program Report**-Onsite programs are doing well. There were fewer programs in December mostly due to the holidays.

**Building Report**-Karl Forssell is going to install a UV light on the water system and thinks one light will cover both the kitchen sink and bathroom sinks. A new router has been installed for the Wi-Fi. The Wi-Fi is on a timer from 6:00am-11:00pm. Our broadband speed is not up to par. Blue Ridge Cable came out to check and determined that our switches may be the issue. Our tech consultant is looking into upgrading the switches.

**Fundraising**-The Friends letter has generated \$18,149.54 in donations with 220 donors. This is \$1000.00 over last year at this time. The basket raffle was a huge success. 284 ticket sheets sold this year compared to 216 from last year. Our profit was just under \$4000.

**Grants**-Nothing new to report on Searchable History. Our application has been sent to the Hommer Foundation and we received notice that they will consider our request at their Spring meeting.

**New Business**-Conflict of interest forms were handed out to the Trustees to be completed and returned. State Representative Madden is looking for space for satellite office hours and has approached the library. More information will be available at the next meeting.

Meeting adjourned at 6:28pm; Brette Fulton motion, Deb Boyle second.

Next Meeting: February 27, 2023 at 5:30pm.