

Barrett Paradise Friendly Library
Board of Trustees Meeting
Minutes of November 28, 2022
Weiler Community Room
Meeting held in person with a virtual option

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

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

Lisa Flanagan thanked Diane Conklin and Linda Potter for their years of service as this is their last meeting.

The minutes of the October 2022 meeting were reviewed. Darryl made a motion to approve, Mike second, and all were in favor with Julie Niering abstaining due to being absent from the October meeting.

Treasurer's Report- Deb Boyle reported that year to date as of October 31 there are no big surprises. Our cash balance tends to fluctuate by approximately \$2,500. Unrealized losses are slowing down. Profit and loss show no big changes. We are coming into November with approximately \$40,000 over income. Motion to file report for audit made by Linda Potter.

2023 Budget- Deb Boyle discussed the individual line items for all income, 2022 budget \$366,000, projected \$332,000. Proposed 2023 budget, \$359,979. Expenses-Mary Ann explained that some of the seminars and continuing education are paid for by county aid funds from the state. Discussion also took place on how to budget the geothermal repairs. Deb Boyle made a motion to accept the 2023 budget with a change showing Barrett portion of library tax \$94,000 and Paradise portion of library tax \$84,000. Also the electric expense was changed to reflect \$14,500. Darryl seconded the motion and all were in favor

Library Director's Report- There is nothing major to report, the bulk of Mary Ann's time in November was spent working on the basket raffle, budget, and reconfiguring the computer area. We had a few more visitors come to the library which is typical for this time of the year. Mary Ann stated the children's librarian will be getting a new computer as well as the administrative assistant desk. Two new computers will be put at the circulation desk and the two computers that are currently at the circulation desk will replace the public catalog computers. The computer purchases will be paid for by county aid funds. Also, all the surge protectors will be updated. Mary Ann will be working with SPARK to put the fine free features in place. Holiday decorating will take place this week. Circulation stats were typical for this time of the year although children's numbers increased probably due to the daycare visits and Evergreen students. Program stats show programs are being very well attended. Some new programs are being discussed such as trivia night and author panels. Another consideration is a painting program with John James.

Building Report- Water quality issues continue. Rosemary Brown's office did reach out to DEP and we have an online meeting scheduled for November 29 to discuss the situation. At this time it was decided to stay with RJ Groner for the service of our HVAC system. They installed the original system and are familiar with the system. The sidewalk repair is still pending; we have not heard back from Corey Seese or Famularo Construction. It was suggested to contact John Anderson.

Fundraising- The Friends letter has generated \$15,669 in donations with 207 donors. This is up \$2200.00 from last year with the exact same number of donors. The Basket Raffle has been up and running in the library since last Monday. Online tickets sales started today.

Grants- Searchable History update, Dave visited the library on November 4. He returned materials and took more materials to scan. He also showed some staff how to search the database. The new computer tables and chairs which were purchased with the Hughes Grant have arrived. Mary Ann thanked Linda Potter for all her help with the table design and dividers. Carol Hillestad has drafted a letter of request for a \$25,000 grant from the Hommer Foundation. Discussion took place as to how organizations are identified as those that support the library.

Nominating Committee- The 2023 Slate of Officers was presented as follows:

President-Lisa Flanagan

Vice President-Julie Wynne

Treasurer-Deb Boyle

Secretary-Cindy Cook

Diane Conklin made a motion to accept the 2023 Slate of Officers, Brette Fulton second, and all were in favor.

Deb Boyle made a motion to enter Executive Session at 6:52 pm to discuss personnel matters. Mike Stein made a motion to adjourn Executive Session at 7:03 pm.

New Business- Weseloh Carney Accounting Firm is getting out of the audit end of accounting so we will need to begin our search for a new firm. Please send any names you can think of to Mary Ann.

Other Business- Linda Potter stated that we have never had an event to recognize Cindy DeLuca's retirement since the pandemic forced cancellation of the original plans. Some suggestions instead are naming a shelf, or a plaque, or planting a tree. We will discuss this at the January meeting.

Lisa Flanagan made a motion to adjourn the meeting at 7:30pm. Darryl second, and all were in favor.