

Barrett Paradise Friendly Library
Board of Trustees Meeting Minutes
November 25, 2024

Meeting held in the Weiler Family Community Room with a virtual option

In Attendance: Mike Stein, President; Julie Wynne, Vice President; Richard Leist, Treasurer. Trustees: Lisa Flanagan, Brette Fulton, Judi Jabara, Nancy Lewis, Julie Niering. Mary Ann Lewis, Library Director. Cindy Cook, Secretary, attended virtually. Maureen Siglin and Darryl Speicher were not in attendance.

Mike Stein, President, called the meeting to order at 5:30 p.m.

The minutes of the October 28, 2024 meeting were reviewed, Lisa Flanagan made a motion to approve the minutes, Brette Fulton seconded and all were in favor.

Treasurer's Report –Richard Leist stated not much has changed. The library continues to have a very good balance sheet and overall strong revenue. The investment income is up over last year. Expenses are higher than last year but lower than budget and mostly being driven by payroll. Julie Wynne made a motion to accept Treasurer's report, Judi Jabara seconded and all were in favor. Richard Leist abstained.

2025 Budget – Richard Leist presented the budget and stated there is more uncertainty than normal with the budget related to the geo thermal unit repairs; it is possible the budget may need to be amended once the board receives more information about the repair costs. Richard Leist did recommend accepting the budget and made a motion to approve the 2025 budget. Lisa Flanagan seconded and all were in favor to approve the 2025 budget.

Lisa Flanagan made a motion to go into Executive Session at 5:40 p.m. Julie Wynne seconded and all were in favor.

The purpose of Executive Session was to discuss cost of living increases and bonuses for staff.

Nancy Lewis made a motion to end Executive Session at 5:55 p.m. Brette Fulton seconded and all were in favor.

Geothermal System Repairs – Discussion took place about the next steps for the geo thermal issues. Super Heat has offered a considerably different approach than RJ Groner to repair the geothermal system; they are working on submitting a proposal. Discussion took place about getting a third assessment. Discussion also took place about replacing the entire HVAC system. At this time no decisions have been made.

Library Director's Report – Mary Ann reported that visitor numbers to the library are steady and typical for this time of the year. Staff evaluations are currently in process. Mary Ann's bit of library goodness this month was a story about a volunteer who purchased basket raffle tickets to donate to someone who might appreciate them in memory of another volunteer who has since passed. The person Mary Ann and staff chose to receive the tickets was very grateful and touched by the gesture. Circulation is solid and typical for this time of the year. Nothing is out of the ordinary. She did note that Hoopla use is very strong.

Mary Ann stated that Trout Unlimited held an informal fly-tying program and was interested in doing more programs. Richard Leist suggested teaming up with Buck Hill to offer fishing programs. There will be a card making class led by Lisa Flanagan on December 4. Poke a Nose pottery is also holding a program and Mary Ann stated it was very helpful to have the County Aid money to cover the cost. Chelsea's family science program prepared cranberry relish.

Building Report – The phone system upgrade is underway. New phones were just installed by Leddy Communications. The next step is switching from Verizon to PenTeleData for service. Mary Ann reported on Saturday night she received a “cellular panic” message from the alarm company, an unusual alert. There were no issues found at the library. Altronics will send someone to check the system to try to identify what triggered it.

Fundraising – The Friends Letter has generated \$16,620.06 with 189 donors to date. That total is ahead of last year at this time with 15 fewer donors. The basket raffle is off to a good start as in person tickets sales started last Monday. Online sales should be available very soon.

Grants and Donations – The library is in the process of spending down grants. New applications for Hughes grants do not go out until April.

Nomination Committee – The slate of offices for the 2025 Year is proposed as follows:

Mike Stein President

Julie Wynne Vice-President

Richard Leist Treasurer

Cindy Cook Secretary

Nancy Lewis made a motion to approve the proposed slate of officers for 2025, Brette Fulton seconded and all were in favor with the officers abstaining.

Library 2034 – The library survey will be launched soon. As an incentive to complete the survey, area residents are eligible to be entered in a raffle to win one of five (5) fifty (50) dollar visa gift cards.

As a reminder there will be no trustee meeting held in December.
The next meeting will be held January 27, 2025 at 5:30 p.m.

Mike Stein thanked Lisa Flanagan for serving on the library board for the past six years.

Meeting adjourned at 6:38 p.m. with Lisa Flanagan making the motion, Julie Niering second, all were in favor.