



**Monthly Meeting
Monday, December 19, 2022**

In Attendance: Julia Kelso, Jim Zebora, Gemma Ball, Nancy Ostiguy, Joe Durlak, Kris Sefton, Nina Harrison, Charles Abernathy, Donna Mazzola

Absent: Charles Trainor

1. Call to Order

Monthly meeting was called to order at

2. Public Comment

No members of the public were present.

3. Additions/ Modifications to Meeting Agenda

4. Approval of Minutes

5. Library Director's Report

6. Treasurer's Report:

(Note: this report was presented as agenda item #9 after Donna was approved as interim treasurer)

Donna reviewed minor changes she has made to simplify the Profit & Loss Budget vs. Actual report. She also recommended never *changing* the budget but to keep line items for future planning. It was noted that ARPA funds line needs review- report shows we have not received it but we have- Donna will review. Note: ARPA is a one-time thing and will not appear on next year's budget. Donna discussed line items under Donations and clarified what qualifies as a matching gift. Nancy suggested future years need to reflect a lower revenue budgeted for book sales as once we separate unsolicited donations our book sale revenue does not reach \$8000. Donna reviewed the income % of budget and how to monitor this line. Donna stated that she does not think the board needs to get the monthly treasurer report detailing the reserve funds, bank account balances, bar charts etc. and will

no longer be providing this detail however quarterly the board will get a report on the reserve funds and bank balances. Donna asked the board if they needed anything clarified and there were no questions.

7. Promotional Committee Reports:

Executive Committee did not meet.

Finance Committee met Dec. 14. Recommended to board that money saved from tax preparation be transferred within the budget to provide year-end bonuses for all staff members. Nancy motioned to approve this transfer, Kris seconded, motion approved.

Development Committee met on December 15. Gemma reviewed Development Committee Minutes. Johnny Boggs event had to be relocated and rescheduled but everyone who had tickets has transferred their tickets to the new date. Gemma discussed new approaches to the annual appeals.

Nominating Committee met a couple times with different potential candidates. Nancy introduced potential board candidates who were in attendance and gave them an opportunity to introduce themselves. Nancy moved to include Charles, Nina, and Donna to the Board- Dusty seconded, motion approved.

Community Relations Committee met. Discussed use of social media for community relations. Dusty will contact the 22 different towns and villages in our service area to make sure they know about our services. Dusty reached out to Hank Hughes about additional, better signage (that the county pays for) and he referred Dusty to his assistant, Olivia. Community Relations would also like another member to join the committee.

8. Old Business

9. New Business

Julia reviewed 2023 closing calendar.

Nancy moved to install Donna Mazzola as interim treasurer with the understanding that we will need to replace her in 3 months time. Jim seconded. Motion approved.

Charles agreed to join the Development committee and Nina agreed to join the Finance Committee

10. Announcements

We're all invited to Gemma's for a holiday gathering!

Will review Disposal of Assets policy next month.

Joe's neighbor has a white board for sale and suggests the library purchase it for trivia nights. Dusty suggested Joe get the neighbor to donate it.

11. Next meeting will be January 16, 2022 at 5:30.

12. Adjourn

Dusty motioned to adjourn. Jim seconded, motion approved. Meeting adjourned at 6:57 PM