

Meeting Minutes of the Peru Free Library Board of Trustees
May 8, 2024

Attendees: Patrick Andrews, Rocky Divoll, Sandy Divoll, Diane Haight, Marque Moffett, Parker O'Mara, Becky Pace, Sara Richman.

The meeting was called to order at 7:00 pm by President Parker. The agenda was approved with a motion by Pat and seconded by Rocky. The minutes of the April meeting were approved with a motion by Sandy and seconded by Marque.

Director's Report—Becky met with a Risk Management Consultant for Utica National Insurance who recommended that the carbon monoxide detector be hardwired and a security camera be installed at the entrance. At this time the need for a security camera is minimal. The cost of the new insurance policy, which combines Workman's Compensation and Disability with the general insurance policy, will save the Library \$2,500. Our insurance agent, Jim Langley, recommended the change in insurance company as well as contributed his commission (\$582) to the Library. Becky met with the Town Tax Assessor, Jeremiah Cross, to discuss the Special District Property Tax increase for 2024. Since the water and sewer bill for the Library was not paid by the previous accountant for 3rd and 4th quarters 2023, the Library was sent into tax arrears for 2024. Also the property taxes for the Town were increased due to the installation of the new sewer system. For 2024, the tax for the Library has increased to \$1862 but will be decreased to our usual cost of \$850 for 2025.

Peru Central School pre-school classes will be visiting the Library in May to learn about what is offered at our building.

Solar Farms NY will contribute \$100 to the Library for every new member who is a resident of Peru that joins to receive solar energy.

On June 30th Becky and Stacey will be at the Peru Town Market to promote the Library and the Summer Family Programs. They are planning on having books, art supplies and music available.

Becky announced that she will be retiring in September 2024. She feels the Library is "healthy enough" at this time for her to retire. The Board will need to develop a job description for the position as well as plan how to advertise for the position. Anya from CEFLS will be a resource person for us as we pursue the search. If there has not been someone selected by September, Stacey will be the acting director for the necessary time period. After the position is filled, Stacey will be the assistant librarian again.

President's Report—Parker was contacted by Scott Storms, Superintendent of Peru Central School, who explained that the letter that was sent asking for a change in the amount the tax payers would consider contributing to the Library was too late for the school budget ballot. In the future this letter should be sent to the Superintendent in February if there is any change to be considered. The Library will receive \$10,000 from this vote but cannot increase the request to \$20,000 for this year.

Parker will consult Anya about the job search for the librarian position and will plan an executive session for the June meeting.

Treasurer's Report—The balances for the accounts are checking--\$8,327.59, money market--\$35,234.64 and CD--\$36,396.96. The total for all accounts is \$79,959.19. The Town of Peru has sent the second payment for 2024 to the Library. The CD will turn over on May 12th, and Sara will invest \$25,000 of that money for 6 months in a new CD. The TD Bank Affinity Program contribution to the Library is \$3672.53 which is a larger amount than was budgeted. The bank would like to have a picture of an officer of the Board with an oversized check noting this contribution. Sara talked to Forest Edward, our previous accountant, about the 990EZ forms that need to be completed for 2021, 2022 and 2023. He assured her that they will be done during the week of our May Board meeting. Becky and Sara will discuss with our current accountant questions about the Budget vs. Actual monthly report. Another issue to be discussed with her is that on the day a check is written, the amount is deducted from our account so the actual balance is current.

Building/Maintenance—Rocky has removed the dogwood tree from the Library property and prepared the area for Nicki LaPlante to plant the rhododendron at the same time as does the spring clean up of the gardens. Rocky will contact a company to hardwire the carbon monoxide detector as had been suggested. Becky also explained that a patron trimmed a tree on the Library property and removed all the accumulated debris as well.

Old Business—None.

New Business—The Fund Raising committee, Stacey, Holly, Tracy, and Marque, has planned a book sale for June 13th, 14th and 15th. Customers will pay by donation the amount they feel the books are worth. Stacey will have a sign up list for workers to sort books, set up for the actual sale and help with customers at the sale. Becky will ask the Peru School soccer team to assist in bringing the donated books from the basement to the first floor. Boxes to display the books and more tables are needed. The committee is also researching an online auction service to organize an auction of services, items, experiences, etc. to be sold for the benefit of the Library. This possibly could be done in late summer and again in November. Marque will have more information for the Board to consider.

Library Moment—Becky provided information about the diversity in our patrons. A Spanish speaking family who are patrons were met by an elderly patron who introduced herself and befriended them. A group of Middle School students are coming to the Library for a study group they have formed and are also borrowing books which is unusual for that age group. The oldest patron, age 87 years, comes to the Library weekly for books which happened to be the same day as a mother who brought her 2-1/2 week old twins, the youngest children ever, to the Library so she could use the computer. Amazing information about the daily happenings at the Library.

The dates for the next meetings are June 12th and September 11th.

The meeting was adjourned at 8:25 pm with a motion by Pat and seconded by Marque.