

Meeting Minutes of the Peru Free Library Board of Trustees June 12, 2024

Attendees: Becky Pace, Rocky Divoll, Sandy Divoll, Patrick Andrews, Parker O'Mara, Stacey Bousquet, Marque Moffett

Absent: Diane Haight, Sara Richman

Guests: Mel Irwin, Amanda Duquette

The meeting was called to order at 7:00 p.m. by Board President, Parker O'Mara. The agenda was approved with a motion by Patrick and seconded by Rocky. Prior to the May minutes being approved, it was noted that Stacey's name was omitted from the list of attendees. Upon notation that the Board Secretary will be notified to Stacey as an attendee, the minutes from the May meeting were approved with a motion by Patrick and seconded by Rocky.

Amanda Duquette was introduced as a potential new Board member.

Director's Report – Becky reported that Kilian Croghan sold 5 of his paintings from the library's previous exhibit which netted the library \$237 in commissions. The current exhibit features plein air paintings by local artists who paint each summer with the 13 Sundays Outdoor Art Club group. These paintings will hang in the library throughout the summer.

An electrician installed 2 carbon monoxide detectors in the library, one in the furnace room and one in the Children's Room. This installation was prompted by a requirement by the library's insurance company.

Nicki LaPlant weeded, moved plants, and mulched the library's front beds. She also planted the rhododendrons in memory of Shelley Fracalossi.

Becky reported to the Board that over the course of 2 days at the end of May, all 4 of the Peru School Pre-K classes (68 children and 20 adults) came to visit the library. Becky gave a tour of the library and read a story. Stacey showed them how to check out a book. For many of the children, this was their first visit to our library.

The library will once again host summer family programs in July which will include live theater, professional storytellers, music and song. The programs will be appropriate for all ages and free to all.

Becky reminded the Board that she and Stacey will be promoting the library and the upcoming Summer Family Programs at the Peru Town Market's Community Tent on Sunday, June 30, from 10 a.m. to 2 p.m. Stacey designed a banner that will be displayed. The plan is to include an art table and a storyteller as well as have free books to give away to children.

President's Report – Parker had nothing new to report for a President's Report. He was, however, able to garner some information that would be helpful to the Board in their search for a new Library Director which will be discussed under New Business.

Treasurer's Report – Sara was unavailable to attend this Board meeting but did forward the account balances which are as follows: Checking \$5,464.00; money market \$39,317.76; CD \$25,000. The total for all accounts is \$69,782.36. Sara had reported at May's meeting that the CD was coming due and it was voted by the Board to decrease the CD to \$25,000, which appears to have been accomplished. A question was raised as to whether the interest made from the matured CD would be included in line item 7061 TD Bank Interest Income since the projected budgeted interest income for 2024 was set at \$1,000 and currently only registers at \$123.13. Becky indicated that the CD interest would be included on future budget reports. *Forrest has completed the 2021, 2022 and 2023 IRS 990EZ forms that needed to be filed.*

Building/Maintenance Report – Rocky reported that he had indeed contacted an electrician to come to the library to install a hard-wired CO detector. It was the electrician's recommendation to add a second detector since one of the detectors would be located in the locked furnace room and he was concerned that the alarm would not be heard upstairs. Therefore, an additional detector was installed in the Children's Room which is located in the basement level but outside the furnace room.

Old Business – The library's book sale is scheduled for June 13-15 with plans to have the books remain out and available for possible additional donations through the following week.

New Business – Regarding the search for a Director, Parker reached out to Anja at CEFLS who was kind enough to forward recent job ads that were posted by area libraries during their own searches. Becky did state that Willsboro’s library most closely matches Peru’s library and suggested the Board focus on their job ad. Parker suggested a subcommittee be formed to begin the process of formulating a plan of action which can then be presented to the Board (most likely via email as the Board does not meet during the summer months). This is in an effort to avoid a delay in recruitment. At this point, Parker, Marque and Stacey volunteered to be on this subcommittee. There, of course, is always room for anyone else who might be interested in being a part of this subcommittee. The subcommittee will have a meet at least a couple times over the summer.

Becky reiterated that Stacey was willing to act as Interim Library Director but only for a period of 3 months. She also noted that it would be a good idea to have a substitute available per diem. It was again brought up that a retired librarian from Upper Jay, Karen Rappaport, had voiced interest in the past of being a sub.

The next Board Meeting is scheduled for September 11, 2024, at 7:00 p.m. At the next Board Meeting, it will again be discussed if the Board wants to move the meetings back to the 3rd Wednesday of the month. This is due to the fact that the newly hired accounting firm posts income and expenses by bank reconciliation rather than as to when, for example, bills are paid. Moving to the 3rd Wednesday would give the Board a better picture of the previous month’s expenses and income.

At this point, a motion was made by Patrick and seconded by Sandy for the Board to go into executive session. Time noted was 7:49 p.m.

The Board came out of executive session and the meeting was adjourned at 8:33 p.m. with a motion by Marque and seconded by Patrick.

Minutes recorded and respectfully submitted by Sandra Divoll.