

Meeting Minutes of the Peru Free Library Board of Trustees  
September 20<sup>th</sup>, 2023

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

The meeting was called to order at 7:01 pm by President Marque. The agenda was approved with a motion by Pat and seconded by Terri. The minutes of the June meeting were approved with a motion by Rocky and seconded by Sara.

The dates for the next two meetings are October 11<sup>th</sup> and November 8<sup>th</sup>.

President's Report—Since our last meeting in June, Marque has been checking in with Becky and Stacey periodically in case anything needed attention by the Board.

Director's Report—There were three very successful summer programs with 41 children attending.

The Library has changed its internet and phone service to Verizon/FIOS. The service is much more efficient on all the Library computers. A new router had to be purchased and is being paid for monthly for one year.

The annual Sexual Harassment Training required for all Board members will be held in person and on Zoom on September 26<sup>th</sup> at 9:10 am at CEFLS. A reservation is required (518-563-1950). The training will also be available through a link and can be completed at any time.

The second project on the Construction Grant, i.e. replacing the front steps, will be completed in October. The original estimate for the side entryway repair was \$12,852.99, but after the lapse in time until the project was completed, the cost was \$17,614.76. The original estimate to repair the front steps was \$4,020.31, but again with the lapse in time before completion, the cost will be \$4,881.97. The total cost for the project is \$22,496.00. The New York State Library Construction Grant awarded to the Library was \$12,655. The Town of Peru had said they would contribute \$5,000 to the projects, but that amount has not been received as yet. The Library will contribute \$5,000 to the project. The total funding for the construction is \$22,655.00.

The Library has received the ADK Trust/Lake Placid Foundation grant of \$1200 to be utilized for children's art programs.

Treasurer's Report—The balances for the accounts are checking--\$5,364.20, Money Market \$12,060.67 and the CD is \$35,508.08. The total for all accounts is \$52,932.95.

The Library has been trying to resolve an issue with NYSEG about overpayment for electricity used since October 2022. Due to a faulty meter at the Library, issues with the NYSEG computer system and automatic payment from the Library to NYSEG, the Library is now owed \$15,000. After several months of trying to resolve the situation, NYSEG has indicated that the Library should be receiving a check in the mail soon.

Since the Library has solar panels, there is no monthly electric bill and only a connectivity cost of \$17 per month. There is cost for natural gas only when the furnace is being used which is generally October to May and costs about \$100 per month.

Building/Maintenance Report—Rocky has had the water back flow report completed and sent to the Town of Peru.

Subcommittee Reports-

Fundraising Committee—No report

Long Range Planning Committee—No report.

Policy Committee—They are currently working on creating new policies or revising existing policies that will be presented to the Board later this year.

Budget Committee—The Budget Committee met during the summer and developed a proposed budget for 2024. The Town of Peru has contributed \$80,000 annually to the Library for about the past ten years. The proposed budget has increased that amount by \$10,000 to \$90,000 for 2024.

At the time of the Peru Central School budget vote in May each year, there is a line item to be voted on by the taxpayers for a contribution to the Library. The 2024 budget has increased that amount by \$5000, from \$10,000 to \$15,000.

As expected, most expenditures have increased while a few have decreased. In the near future the computers in the Library will have to be replaced as new updates from Microsoft are released, and there will not be updates that can be supported on our current computers.

Staff salaries in the budget are increased by \$6500 as Becky is asking for a raise for Stacey from \$17 per hour to \$20 per hour and include the increase in COLA cost for Becky. Although this is not included in the proposed budget, Becky is requesting a raise for herself.

The 2024 proposed budget totals \$116,050.

Marque asked Becky to have Forest prepare a chart of budget items for the Library from 2020 to 2024 for the Board to review.

Since any change in salaries will need to be discussed in Executive Session, the vote on accepting the 2024 budget is being tabled.

Becky explained that there is a librarian from the Upper Jay Library who resigned her position recently. She sent an email to Becky expressing an interest in being a sub, as needed, for our Library like the position Jan held. The Board is interested in pursuing this idea and asked if she could attend our next meeting.

A motion was made by Rocky and seconded by Tracy to go into Executive Session at 8:40 pm.

A motion was made by Pat and seconded by Sandy to come out of Executive Session at 9:28 pm.

The meeting was adjourned at 9:31 pm with a motion by Parker and seconded by Pat.