Meeting Minutes of the Peru Free Library Board of Trustees

September 7, 2022

In Person and Phone Conference Meeting

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

The meeting was called to order at 7:07 pm by Vice President Sandy. The agenda was approved with a motion by Pat and seconded by Sara. The minutes of the June meeting were approved with a motion by Rocky and seconded by Sara.

Director’s Report—The Library is doing “exceedingly fine” with an increase in new younger families requesting library cards.

Literacy Volunteers have returned to meeting with their 3 students on Thursday.

The Library Construction Grant has been delayed in Albany, and information on our application will probably not be available until 2023. Becky has contacted our contractors to reschedule the construction dates with the expectation that they will present updated bids for their work.

Maria Zurlo who has been volunteering regularly in the Children’s Room is now attending college and will not be available. Linda Jones who has also volunteered in the Children’s Room will be coming more frequently to assist.

Jan Washburn, the substitute librarian who has been available to our Library over the past years, will be retiring at the end of the year. The Board decided to give Jan a card and a gift as a token of appreciation for all her time here.

Donations that have been received include the CEF LLS Service Aid for $1800 which is 90% of that grant, the ADK Trust/Lake Placid grant for $1200, funds donated by patrons through the Pay Pal option on the Library website and $31 earned by two young men who had a lemonade stand this summer and wanted to donate the money to the Library.

The bathroom sink and pipes needed to be replaced which was done by Bob Silverman from Peru Hardware. The cost was $486.

NYS Department of Transportation has resurfaced the parking area in front of the Library.

J. Hogan Refrigeration and Mechanical Company has completed the yearly inspection of the heat pump system. Becky would like to have that system extended into the Children’s Room for the times of the year when the furnace is not being used during the colder weather.

Becky asked Rocky to check on the annual testing of the water back flow for the Town of Peru and the annual testing of the fire extinguishers.

The option for patrons to pick up books in a bag from the foyer is very popular and will be continued. The circulation of books and materials is good although there was a little dip in the summer. Overall the circulation numbers are about two-thirds of those before the COVID pandemic. At the next meeting Becky will have circulation reports for the past two quarters. The E-books circulation for our Library is about 135 items per month which is about as many as the larger libraries in the system.

Treasurer’s Report—The balances in the accounts are checking--$5778.69, savings--$391.75 and money market--$68,458.97. The Stewart’s Grant was received but not indicated on the Budget vs. Actual report.

Building and Grounds Report—There are cables hanging down from the solar frames that need to be fixed. The Nuisance Wildlife Control company needs to return to remove the tube trap they installed on the rear section of the building to keep animals from entering the building. Also the hole in the wall that was made to remove the squirrel during the spring needs to be repaired. In the spring the tree company cut the branch from the tree on the East side of the building that was too close to the building as well as other branches.

Old Business—The item to consider a Zoom account for the Library has been tabled until the October meeting.

New Business—The Library Budget for 2023 as prepared by Becky and Shelley was discussed. If the Library receives the Construction Grant, the Town of Peru will contribute $5000 toward our portion of the cost of construction.

In the 2022 budget the amount of the PPP loan must have been used as revenue to balance the budget and therefore cannot be used in the 2023 budget as the reserve fund. After a lengthy discussion it was decided to table the budget until the October meeting to allow for revising it without the $12,750 PPP loan as part of the revenue.

The 2023 budget should be provided to the Town of Peru in October.

A motion was made by Rocky and seconded by Terri to move the regular monthly meeting of the Board to the first Wednesday of the month instead of the third Wednesday. The motion was passed.

Library Moment—The Library is participating in a program, “We are Instrumental,” created by a professor at Skidmore College who collects musical instruments and revitalizes them as needed. The instruments are then distributed to schools. CEFLS is collecting instruments for this program and delivers the “new” instruments by the Interlibrary delivery van. The music department from Peru Central School received 6 clarinets and 4 violins last week to be distributed to students.

The dates for the next two meetings are October 5th and November 2nd at 7:00 pm.

A motion was made by Pat and seconded by Sara to adjourn the meeting at 9:06 pm.