

Meeting Minutes of the Peru Free Library Board of Trustees
April 17, 2024

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

Guests: Mel Irwin and Eric Duquette, Liaisons from Town of Peru

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

Director's Report—The Annual Report has been approved by CEFLS and submitted to the State.

The Circulation Report for the first quarter of 2024 was discussed. Becky explained that the numbers for children's circulation were lower because of the very young ages of the children coming to the Library. These children are counted as coming to the Library, but they are not borrowing books. The total number of patrons has increased significantly with the variety of activities at the Library. Parker also suggested a new category of "in-house" circulation that would allow a patron to look at a book, place it in a special location and then the number of books be counted to determine how many books are actually removed from the shelf but then not checked out of the Library. The number of digital borrowers has increased also.

The final grant check for \$1266.00 has been received for the Library construction.

The renewal of the general insurance policy for the Library increased significantly. Jim Langley, our insurance agent, has found a new policy with a different insurer that includes a Workman's Compensation policy as well with a much lower cost.

Library Giving Day occurred on April 3rd and the Library received \$675.00 from our patrons.

The website platform, WIX, is due for renewal with a substantial increase in cost. It was suggested to Stacey that TechSoup was another website platform that should be considered for the Library with a two year renewal cost of \$186.00. This is \$630.00 less than the WIX cost.

Amanda Duquette, a patron of the Library, has expressed interest in becoming a Library Board member and will attend the May meeting.

Becky recommended that the Library have a book sale with many books already donated. The possible dates for the book sale will be determined by the Fund Raising Committee.

CEFLS will be recycling solar eclipse glasses to be sent to the site of another eclipse. Any donations should be brought to the Library by the end of next week.

President' Report—Parker spoke with Anya from CEFLS about the Form 990EZ which should be completed annually by the Library. At this time the completion of the form for 2021, 2022 and 2023 has to be determined.

Board members should provide the certificate of attendance for a webinar or other training that will meet the continuing education requirements to Parker. The sexual harassment training certificate of attendance should be given to Becky. The next training session will be on May 2nd from 9:30 am to 2:00 pm. The agenda for the program has not been made available yet.

Treasurer's Report—The balances for the accounts are checking--\$5,162.95, money market—\$36,889.28 and CD--\$36,396.96. The total for all accounts is \$78,449.19. Sara indicated that the monthly expenses total about \$8000.

Sara will be talking to the accountant who provides the Budget vs. Actuals report to change the columns on the report to monthly, year to date, budget and percent of budget for the revenue and expenses. The over/under budget column is not necessary.

Becky will discuss line item 5325 “Special District Property Taxes” with the accountant to determine what is included in this category. The year to date for this line item is significantly higher than the budgeted amount.

Building/Maintenance Report—Rocky will be removing the dogwood tree this weekend and preparing the soil for planting. Becky will contact Nicki LaPlante about planting the rhododendrons.

Old Business—No report.

New Business—The letter to the Peru Central School Superintendent requesting a separate proposition for Library funding to be included at the time of the School District budget vote has been sent.. The date of the vote is May 21st, 2024. Information about the cost of this funding for taxpayers will be provided prior to the vote.

Library Moment—Granny Apple, aka Sandy Jackson, is providing a story hour for preschoolers weekly at the Library. She is a professional storyteller who also plays the guitar. About 12 to 20 children and parents are participating each week. There will not be story hour in July and August.

The dates for the next meetings are May 8th and June 12th.

The meeting was adjourned at 8:09 pm with a motion by Sandy and seconded by Sara.