Minutes of the September 5, 2023, Regular Meeting

of the

Lake Pleasant Library Board of Trustees

Members Present: Florence Braunius, Beth Knapp, Toni Morrison

Kathy O’Connell, Nancy Seifts.

Members Absent: Karen McComb, Donna Benkovich, Pam Pooler

Staff Present: Katrena Cohea

Public Present: Sandy Lavarnway – VP Friends of the Library

Meeting Called to Order at 4:00 p.m.

1. Public Comments: None.
2. A Motion to approve the Minutes of the August 1, 2023 Regular Meeting was made by B. Knapp, seconded by F. Braunius and passed unanimously.
3. Friends of the Library – Sandy Lavarnway

Friends met last week and were happy to see that the Library Board is pursuing an improved relationahip.

P. Pooler, B. Knapp, and N. Seifts attended the recent meeting of the Friends to facilitate a greater working relationship between the Board and the Friends. The Friends will meet this Friday, to nominate new officers.

1. President’s Report – N. Seifts for K. McComb
   1. N. Seifts reminded the Board that volunteers are needed for the Applefest on 9/23.
   2. N. Seifts informed the Board that Marion Wilbur had recently passed away. Marion was a staunch supporter of the library. It is hoped that the Library Board and The Friends will host an event to honor Marion at a later date.
2. Committee Reports
   1. Finance – N. Seifts

N. Seifts informed the Board that the budget is in line for the time of year. Reports are attached. N. Seifts provided K. Cohea with the draft budget for next year. N. Seifts, K. McComb, and K. Cohea will meet in the near future to develop the budget.

* 1. Collection – K. Cohea, T. Morrison,P. Pooler, R. Cook.

The next Collection Committee meeting will be held at 3:00 pm at the Library on October 3rd.

* 1. Publicity – D. Benkovich, B. Knapp

K. Cohea suggested a newsletter sign up via e-mail to keep patrons aware of library happenings. .

* 1. Personnel – B. Knapp, F. Braunius

N. Seifts provided a copy of the new Library Director evaluation form for the Board’s review.

* 1. Fundraising – K. McComb, T. Morrison

K. Cohea reported that the Quack-a-Palooza netted a profit of $917.

Tickets for the Gift Card Reffle are still being sold – winner of the raffle will be chosen at the Annual Holiday Stroll.

The need for additional signage (for donations) at programs was again discussed. The possibility of a QR Code and creation of a paypal or venmo account were also discussed. Also mentioned was the possibility of doing a campaign to raise awareness of how budget dollars are spent.

* 1. Events/Programs – K. Cohea, B. Knapp, T. Morrison, D. Benkovich

Upcoming programs include the Grandparents Storytime and Brunch (9/9), Beth’s Brush (9/14), and 10 Warnings Signs of Alzheimers (9/28).

In addition, Pre-K Story Time begins on 9/14 and will be held weekly on Thursdays through the end of the year. Dance classes will begin on 9/11 and will be held weekly on Monday/Wednesday afternoons/evenings through the end of the year.

* 1. Community Involvement – P. Pooler

Suggestions from K. Cohea included: The Great Giveback – Read and Feed during the moth of October. Also under consideration is a Create and Collect Card for military event. National Good Neighbor day suggestion is to have chalk messages in the driveway of the Library welcoming patrons.

1. Director’s Report – K. Cohea
   1. See attached.
   2. K. Cohea mentioned the Traveling Lantern which this year will perform A Christmas Carol, cost is $495.00. The possibility of Friends funding the event was discussed.
   3. K. Cohea mentioned possibilities of programs for next year that would include a jazz guitarist and a virtual author event.
   4. K. Cohea mentioned the NYLA Conference in November. She would like to attend but is unsure of how many days she should attend.
2. Old Business
   1. Completion of the Construction Grant application was given to N. Seifts for her signature. It must be submitted today.
3. New Business
   1. Highway Cleanup date and plans – October 11th @ 3pm. Pam Pooler will chair the event.
   2. Trunk o’ Treats – October 31st, 4-7 p.m.
   3. Jam Sessions – form will need to be completed and schedule created.
   4. JA Computer order is due by the end of the month.K. Cohea recommended purchasing one public and one staff computer.
   5. Sara Dallas from SALS will be attending the Ocotber Meeting of the Board.

Motion to adjourn was made at 5:05 p.m. by K.O’Connell, seconded Beth Knapp and passed unanimously.

Respectfully Submitted,

Toni E. Morrison, Secretary

**The next Board of Trustees meeting will be Tuesday, October 3, at 4pm at the Lake Pleasant Library.**