**Stony Creek Free Library**

*Board of Trustees Monthly Meeting – Minutes for January 14th 2025*

 **Attendees***: Ed Lowell, Doreen Ryan, Adrian Bode, Sandy Watson, Jill Diamond, Ronda Thomas. Excused; Sue Brooks*

 *The meeting was called order by Ed @6P. Review of the Minutes from Dec. was done and Adrian motioned to accept the Minutes, Doreen 2nd the motion and vote carried the motion.*

 **Financial Report***:* Year-end General Fund 2024: $63,469.85 We discussed clarification of the VISA credit card; A) it is *not* a debit card. B) pros & cons of on-line/auto-pay options. Outcome: strongly recommend writing checks for all vendors & services (e.g. Frontier). Ultimately, Treasurer will decide if on-line payments (as long as appropriate documentation for audit purposes) or writing checks will be done.

 **Director’s Report**: Since the new Director did not start until after 1/1/25, Jill (Interim Dir.) provided this report. Statistics were similar to Nov. and circulation data was typical for both 12/24 and 12/23. There was a slight uptick this past yr. Jill shared info about the SALS Challenge Grant & Generous Acts from the Adirondack Foundation. Application deadlines are 2/7/25 & 3/31/25 respectively. Summer Reading Program (CSLP) theme was announced, “Color Our World”. Also included are updated items (see Bldgs. & Grounds) and Trustee training links. We look forward to Ronda Thomas in the Director position and thanked Jill for her work as Interim Dir. Ronda’s training continues.

 **Fundraising**: Appeal Letter response is on-going. Book& Bake Sale is scheduled for Sat. March 1st, from 9A-1P @ the Gallery. Reminded the group that baked goods must be individually wrapped. We will publicize our need for an on-demand generator on the Book-n-Bake Sale promo’s. Spoke of Cherie’s alternative idea of using bulletin board sized Book-case design outline and to sell Book “labels” to ID and honor the doners, vs painting the space above the existing bookshelves around the library. This colorful display could then be seen as soon as one enters the Library.

 **Buildings & Grounds**: On-demand generator topic. Ed is waiting to hear back from his Generac contact (Chuck). Ronda will get info on the brand used @ the Town Hall and will share with Ed. Jill will chek with Ashley about the system at the Firehouse. We will aim to get 3 estimates in before the 2/7 grant (SALS Challenge) deadline. Suggested request amounts: $3,000 from Adirondack Foundation & $5,000 from SALS. Doreen made a motion to go forward with the grant applications if estimates do not exceed 10K, Adrian 2nd the motion, motion carried. Gallery furnace thermostat is set between 45-55 degrees. Still need to address lights/switch; Ed to see if his friend would look at the situation. Proposed generator would not necessarily support the Gallery. Ronda will see if Frank will install the shelf unit for the restroom and address the problem with the closet doors. Also, need measurements for a more durable cover for the window A/C unit.

 **Correspondence & Communication**: 10 Thank-you cards are to go out for responses to the Annual Appeal. Adrian did follow up with the Post Office on the earlier mailing incident. Adrian will connect with Sue Brooks on recent donation receipts.

 **Old & Unfinished Business**: Board decided to pass on the Movie License, as the expense outweighed the need. Staffing is now set – Ronda as Director, Jill Diamond & Cindy Cameron as Clerks and Chrissy as on-call Clerk. Updated hours of operation proposed to the Board as Mon. 3-7P, Tues. 3-5P, Wed. & Thur. 5-8P, Fri. 3-6P and Sat. 9A-1P. Adrian made a motion to accept the proposed Winter Hrs., Ed 2nd the motion, it was carried. Jill reminded Ronda of all the places the new hours need to be posted.

 **New Business**: Library received a book donation from a local author (A. Reynolds) and it is on display with the new arrivals. Ronda shared some of her goals as new Director – including more programing to promote SCFL and be eligible for supportive funding such as “Occ. Tax”. Jill would also like to eventually work on a “Friends of the Library” group to help with things like fund-raising, etc.

 **Adjournment**: Adrian made a motion to adjourn, Sandy 2nd it and motion carried. Meeting was adjourned at 7:27P.

 Respectfully Submitted,

 Sandra Watson, Recording Secretary