**Stony Creek Free Library**

**Board of Trustees Monthly Meeting for June 11, 2024**

*Attendees:* Lisa Brennan, Ronda Thomas, Adrian Bode, Sandy Watson, Doreen Ryan, Ed Lowell, Jill Diamond, Christine Muserilli. Excused- Jennifer Doll

The meeting was called to order by VP, Lisa Brennan @ 6P. Review of the Minutes was done and Adrian made a motion to accept the Minutes form the last mtg., 2nd by Lisa, vote done and motion carried.

**Financial Report**: *General Fund*; $39,024.02. Annual check from the Town is expected later this month.

**Director’s Report**; Jill submitted the report, See Attached. Highlights; May Stats. show up-ticks in most areas, especially Patron visits. Noted that the “group order” for tech equip. was placed and the response is expected “In a few months” per SALS. Jill is working with Jack Scott to update/redesign SCFL website. Noted getting the “local links” section (e.g. Chamber of Commerce, etc.)to “stick” has been difficult. Staff training is on-going, the required Sexual Harassment unit was done. Thanks to an early promo @ “The Other Side of the Creek”, 9 children have already signed up for the Summer Reading Program. Grant application for $2000- Lake Placid Foundation, is done and expect to hear outcome by/on 8/1/24. $640 request from Occ. Tax Funds was approved. Copies of SCFL By-Laws were shared for review & Jill gave out copies of a Basic Circulation policy (e.g. we are a fine-free library for late returns)and we discussed a few more – Internet, Library credit card use, Permission Slips – like with the Youth Bureau children in ref. to activities conducted at the Library- esp. during “off’ hrs. More discussion was tabled for the July mtg. Guidance from SALS- per Sara Dulles, pending. Future program possible with Nicole Wren, about cancer screenings & outreach.

**Fundraising**; Mtn. Days- Lisa reported she and Jen are coordinating shopping lists, supplies, etc. (incl. for Ed L. to make his mac-n-cheese). Question arose about the lawnmower purchase and need to clarify details with Jen. Will see if it can be returned, & if not – Doreen suggested we hold a raffle and could display it @ Mtn. Days.

**Buildings & Grounds**; Ed mowed, cleared area around Gallery, moved outdoor tables, Jill added hanging flower basket by front and Christine brought in vases and fresh flowers. Power washing pending- Sandy is in contact with Sue Brooks- who volunteered to do the job, along with prime and paint railings & posts in front. Still some confusion re: Logan – recent contacts have gone unanswered. Ed volunteered to take over mowing duty for the season, Board approved to update Logan on the change. Ed found poison ivy growing in back of Gallery, so we cancelled the ideas for the Story Trail & patron gazebo for now. Jill reported (see Dir. Report) issues with the lights flickering @ the Gallery- unsure if issue is with the switch or new LED bulbs. Didn’t have the issued when the old traditional 60 watt bulbs were used. Bathroom shelf unit needs to be installed- was mentioned Frank may look at the situation or Ed & Todd may follow-up. Fire extinguisher recerts are due in the fall – Ronda noted the company that installs them routinely completes the recert tasks. Board decided if there is enough left-over paint from Library job, will see if Sue will paint the Gallery doors.

**Correspondence & Communication**; Jill shared with Adrian–updated addresses to add to the Appeal Letter list.

**Old & Unfinished Business**; Doreen was in contact with Linda Champlain about the donations of yarn, various crochet info. & craft materials. We will accept the donation. Jill & Jennifer will review Survey responses to help with the Strategic Plan process. A recent visit by a new Trustee from Rockwell Falls Library (RFL), spurred discussion on some collaboration of data collection, as our patron “catchment area” over-laps. We agreed to allow a QR code on our survey that lets patrons decide if they want to reply/share to the RFL survey. We brainstormed on the “Books delivery for Shut-In’s” idea – perhaps coordinating with Meals-On-Wheels (MOW). We learned MOW is looking for volunteers to do home deliveries.

**New Business**; Library is involved with the Town Historical Society’s Historic Landmark Challenge. Ronda shared information about the project that is due to kick-off 7/1/24. 22 marked areas & cache, including the Library and Church (Gallery) are part of the Challenge. Participants can pick up a passbook and pkt. @ the Library.

**Adjournment**; Ronda made a motion to adjourn, Ed 2nd it, vote done, motion carried. Meeting was adjourned @ 7:20PM

Respectfully Submitted,

Sandra Watson*, Recording Secretary*