

YOUNGSTOWN FREE LIBRARY BOARD OF TRUSTEES MINUTES

NOVEMBER 25, 2013

PRESENT: Sue Wahl, Maggie Steyn, Mary Grace Luff-Foote, Richard Powell, Linda White, Jan Gilgore, Rita Rolfe, Joe Cecconi.

EXCUSED: Jan Boccanera, Darcy Tower Paepflow, Diana Newton, Murray Roland

CALL TO ORDER: President Sue Wahl called meeting to order at 7:00pm

MINUTES: The reading of the minutes of September 23rd was postponed until the January meeting.

PUBLIC COMMENTS: None

TREASURER'S REPORT: Joe Cecconi. Joe noted that he had reconciled the check-register with the bank statement. Income highlights for the period reflected receipts of \$10,191 from the Fund Raiser Drive which kicked off in September. (See attached Financial Statement of 11-18-2013). Motion made to accept Treasurer's Report, accepted unanimously. (Maggie Steyn/Richard Powell).

DIRECTOR'S REPORT: Jan Gilgore reviewed topics from her report (attached). She noted that Ramona Lockhart will be retiring as Story Hour leader after nearly 25 years. A 'Thank You' will be sent to her for her service to the library. Nine children had already registered in the "1000 Books..." program. Storage for the library is still an issue. (Sue Wahl will again speak with Tim Lockhart.) Jan also requested that a 'Thank You' be sent to Angelo Zarkees for organizing the fund-raiser "Billiards for Books". She included in her report information about the periodicals available via Nioga and instructions for using the 'ZINIO' application. She mentioned the Scarecrow built by Mary Grace and Linda and Larry, which unfortunately didn't win a prize. (Mary Grace requested that a 'Thank You' be sent to Baker Farms for their donations of pumpkins and straw bales.)

Jan included results of her survey which was completed by 55 people. The majority seemed satisfied with library opening hours.

The proposed list of 2014 Library Holidays (attached) was reviewed and unanimously agreed upon. (Mary Grace Luff-Foote/Joe Cecconi)

Motion made to accept Director's report. Passed unanimously. (Rita Rolfe/Linda White).

CORRESPONDENCE: Thanks had been sent to Melody Chabue for her help with the Labor Day Float. Per this meeting 'Thank You' letters would be sent to Ramona Lockhart, Angelo Zarkees and Baker Farms.

FRIENDS REPORT: Maggie talked about the 'Billiards for Books' and the Book Sale. The Book Sale made a record \$1,698 – some \$200 more than the Spring Sale. She also suggested that more Board Members should try and support such fund-raisers.

The February 2014 Newsletter would list Donors to the Fund-Drive. The deadline for submitting content for the newsletter was the middle of January. Please feel free to suggest content and articles of interest.

OLD BUSINESS: Nominating: None, **Personnel:** None **Community Relations:** None

Finance: Joe presented the proposed budget for 2014. **Revenue:** The Town of Porter had increased its funding by 2% to \$74,111.00. The proposed 'Fines/Copier/Fax' income had been reduced by \$300 to \$1,200. Other than that, proposed income was in line with 2013's. **Expenditure:** Salaries reflected a 2% increase across the board. Ancillary medical benefits were reduced by \$1,400, being funded from elsewhere. Otherwise expenditures were in line with 2013's.

A motion to accept the proposed budget for 2014 of \$131,311.00 was made by Maggie Steyn/Richard Powell and accepted unanimously.

NEW BUSINESS:

Personnel: None

Community Relations: None

Finance: Annual fund drive reminder-letter was mailed out earlier this month.

Nominating: Sue presented nominations for the upcoming 2014 Board of Joan Spira and Maggie Steyn. A third board member was required and Mary Grace was contacting a possible candidate.

Sue proposed the following slate of Officers:

President: Sue Wahl

Vice-President: Mary Grace Luff-Foote

Joan Spira: Treasurer

Recording Secretary: Maggie Steyn

Corresponding Secretary: Rita Rolfe

Approved unanimously (Richard Powell /Joe Cecconi)

Other: Although he would be present at the Annual Meeting, Maggie thanked Joe for keeping the books balanced over his years as Treasurer.

Next meeting:

Annual Meeting: Monday, January 27th 2014 at 6:30pm (open, as always, to the public) followed by a **Business Meeting** of the newly-elected Board at 7:00pm.

ADJOURNMENT: at 7:28pm. (Maggie Steyn/Joe Cecconi)

Respectfully Submitted, Maggie Steyn