

WHITESVILLE PUBLIC LIBRARY
MONTHLY MEETING AGENDA
February 20, 2024

- I. Call to order
- II. Public Comment
- III. Accept Minutes—January, 2024
- IV. Director's Report
- V. Fundraising
 - a. Spring Vendor Show—May 11
 - b. Seed & Plant Exchange
 - c. New Ideas
- VI. Financial/Budget
 - a. Accept Financial Report—January, 2024
 - b. Bills for Review
- VII Building Maintenance
 - a. Playground—price estimates from Bears Playgrounds
 - b. Lawn mowing--
- VIII Policy and Procedures
- IX Old Business
 - a. Professor Vlakancic
- X. New Business
- XI. Next Meeting March 19, 2024 , 2024 6:00 pm
- XII. Adjourn Meeting

FUNDRAISING:

May—Craft/Vendor Show May 11th
June—Book/Hot dog Sale TBD
July---Garden Tour, July 20th
August—Ice Cream Social TBD
September—Jays?

BOARD MEETINGS:

April 16, 2024
May 21, 2024
June 16, 2024
July 16, 2024

August 20, 2024
September 17, 2024
October 22, 2024
November 19, 2024
December 17, 2024

WHITESVILLE PUBLIC LIBRARY Minutes

January 16, 2024

Present: Gay Thistle, Alicia Coleman, Karen Smith, Alice Schlichting, Honore Cress, Caleb Cutler

I. **Meeting was called to order** at 6:01 by Gay.

II. **No Public Comment**

III. **Accept November and December 2023 Minutes:** A motion to accept the minutes was put forth by Alice and seconded by Alicia. A vote to accept the minutes was passed unanimously.

IV. **Director's Reports:**

A. Karen suggested that we make a motion to let STLS manage our E Rate and other tech support as discussed at the November meeting with Brian Hildreth. Ken Reichman is looking to retire from this task. Gay made the motion to change management of E Rate to STLS, Caleb seconded it and all agreed.

B. A motion to accept the Directors Report by Caleb and seconded by Alice and all agreed.

V. **Fundraising:**

A. 2024 schedule of fundraising discussed:

a. Spring Vendor Sale (Saturday May 11, 2024): Karen will facilitate this event with Chris. There will also be a free seed exchange that will be facilitated by Honoree and Gay. Caleb will coordinate food at this event.

b. Whitesville Garden Tour (July 20, 2024) . Gay will facilitate this event.

c. Fall fundraiser: Blue Jays- Discussion about this event has been delayed until later in the year.

VI. **Financial/Budget**

A. The November and December reports were accepted with no questions by a motion from Alice and seconded by Honoree. All agreed.

B. No bills for review

VII. **Building and Maintenance**

VIII. **Playground Update:** There has been no response from Girl Scouts. Design options were discussed. It was determined that Karen should obtain a price estimate for the Ponderosa design with a set of 4 swings (2 bucket swings and 2 slat swings) with a rubber surface installed.

IX. **Policy and Procedures**

A. A new Special Collections Borrowing policy was put forth along with an update to the Bi-Laws that changes the terms of Whitesville Public Library Trustees from 5 years to 3 years. Caleb made a motion to accept the new policy and updated bi-law and Gay seconded and all agreed.

X. **Old Business**-none

XI. **New Business-**

A. The Trustees present signed and handed in the 2024 Disclosure Forms.

B. Gay and Alice will not be present at the April and September Meetings

XII. **Next meeting** will be Feb. 20, 2024 at 6 PM.

XIII. **Adjourn:** Caleb made the motion to adjourn the meeting at 6:43 PM, Honoree seconded it and all agreed

Library 2024 Calendar

Feb 20 – Bd Meeting

Mar 19- Bd Meeting

Apr 16- Bd meeting

May 11- Vendor Sale and Seed Exchange Fundraiser (set up on May 10 also)

May 21 – Bd Meeting

June ___? Book and Hot Dog sale (8 AM-2 PM)

June 16- Bd Meeting

July 16- Bd Meeting

July 20- Garden Tour Fundraiser 10 AM-3PM

Aug 20- Bd Meeting

Sept 17- Bd Meeting

Oct 22- Bd Meeting

Nov 19- Bd Meeting

Dec 17- Bd Meeting

DIRECTOR'S REPPORT
FEBRUARY, 2024

I hope to have my portion of the annual report finished by the meeting. If successful I will have a copy at the meeting for you to look at and approve, however it is 30+ pages long so I do not plan to print a copy for each board member. Professor Vlakancic has a few students interested in working with the library on arrangement. They will be getting in touch with me soon to see about meeting and starting the process.

**Ken gave me an address for the company that gave an estimate on security cameras a few years ago. I am waiting for a reply from Mr. Ackerman.

**We had a really good turnout for Take Your Child to the Library Day. Mrs. Brown and Mrs. Nye brought 4 kittens from the SPCA, we did kitten crafts and cat related snacks. We will have a donation box for the SPCA in the library for the month of February.

**Allegany Library Directors are working on a joint program for the summer (Adventure Begins in your Library) program. As a patron visits a library they get a stamp or a sticker saying they visited. At our September meeting winners will be drawn for prizes. STLS is also working on a Library Tour. Participants that visit the 48 libraries will receive stamps, stickers etc. As you visit designated numbers of libraries you receive a prize, key chains up to a sweatshirt if you visit all 48 libraries in the system.

**There was a situation with the school asking if they would be able to bring a student here for long term tutoring. They would be here from 11:45-2:45 Monday through Friday. I felt this would good for the library and the school so Mary, Angela and I all changed our schedules to accommodate them. Three times in a row, on the days we had changed, they did not show, did not give us a notice. They also changed times they would be here, length and times. I asked if they could please, unless there was an emergency, be sure to be here since we had changed for them, Monday, Wednesday and Friday were fine because I am here any way, but Tuesday and Thursday we were here during normally closed days and it was inconvenient when they did not show up. The school got upset and must have felt we were non-compromising so they have pulled the tutoring to a new venue. I just want you to know in case you are approached by someone asking why we did not allow this to happen at the library. Gay has been kept up to date on the entire process so I was not doing this on my own.

**LaForge's has raised their fees from \$29.?? To \$31.?. We did not budget for an increase, but if they do not raise it again we should have a balance of \$2.?? on their budget line at the end of 2024.

****IMPORTANT DATES****

PERSONAL TIME: TBD: when the new grandbaby is born

HOLIDAYS: Good Friday **STLS SPONSORED WORKSHOPS/TRAININGS:** Tentaitve, March 12th Ukelele in Story Times with Mr. Jeff March 12, Allegany County Directors

CHILDREN'S PROGRAMS 2nd Tuesday of each month at school for Y after school program 3:00-4:00; 2nd Tuesday of each month Y Day Care 2:00-3:00; Wednesday, July 10, Cris Johnson Magic/Balloon Workshop

ADULTCRAFT PROGRAMS: Angie 1st Wednesday of each month 6:00; Chris 2nd Monday of each month;

