

Meeting of the Board of Trustees of the Coburn Free Library May 16, 2024

Present: Linda Williams, President, James Pritchard, Vice- President, Ellen Keough, Secretary, David Woodburn, Trustee, Joe Palladino, OACSD Trustee, Mikayla Worzel, Executive Director

Excused: Michael Fenn, Treasurer, Carlyne Freitag, Trustee

Absent: Jason Luke, OACSD Trustee, Mike Phelps, OACSD Trustee

Approval of March/April Minutes: James Pritchard moved that the March minutes be accepted. Joe Palladino seconds. Approved. Dave Woodburn moved that the April minutes be accepted, James Pritchard seconds. Approved.

Financial Report: Account balances have been reconciled to statements for both March and April. From Bank Statements as of 4/30/24:

Director Discretionary Fund	\$ 4,141.28
Line of Credit	\$ 13,611.92
Regular Checking	\$ 118,926.28
Endowment Fund	\$ 816,471.18
CD-Tioga State Bank	\$ 50,000.00

Some items for discussion: Insurance coverage for Board Trustees and the Director were increased more than expected; non-directed donations are up more than budgeted.

Director Report:

Grants: Tioga Senior Citizen grant approved for \$500 and to be used to purchase large print materials and CDs. Community Foundation of Tompkins County grant approved for \$4,493 and it will be used for the Summer Reading programs. Rotary grant received for NARCan. Outreach grant received for kid adventure backpacks.

Mikayla prepared an updated Meeting Room Policy for the library. Dave Woodburn moved that we accept the changes; Linda Williams, seconds and all approve.

Old Business

HVAC System Project: David Woodburn reported that the detailed scope of work document is in process and a meeting has been scheduled with the architect, Sara Golgowski, Mikayla and Dave for June 3.

New Business:

1. Director is investigating other cleaning services for the library. Several issues have arisen over the past month.
2. Proceeds from the Home Central Yard Sale table rental will be given to the library. Yard Sale is scheduled for June 1 from 8 to 3. Director will use this event to host a card drive as well as promote the summer reading program.
3. The School Budget vote is scheduled for 5/21. The Library Referendum is on the ballot.

The next regular meeting of the Board of Trustees: **Thursday, June 20, 2024 at 10 AM.**

Respectfully submitted, Ellen C. Keough