

Meeting of the Board of Trustees of the Coburn Free Library

June 20, 2024

Present were: Linda Williams, Mike Fenn, Jim Pritchard, Carlynnne Freitag, and Library Director, Mikayla Worzel

Excused were: David Woodburn, Ellen Keough

Absent were: Joe Palladino, Jason Luke, Mike Phelps, OACSD trustees

May minutes—Carlynnne Moved to accept, Mike seconded, minutes approved

Financial report ---Mike reported for the Finance team; overages in budgeted amounts reflect architect fees, computer purchases, and insurance fee increases. Our CD will mature in July, will be renewed @ \$25,000. Line of credit payments nearly completed

Director's report—waiting for more input from the architect to complete construction grant application. SHIPO grant nearly completed. Both are for HVAC project.

New business—one quote has been received for cleaning services; the NYS Lactation Policy will be updated soon; Mikayla presented a new Pest Policy for review, Linda moved to approve, Mike seconded, motion approved; no changes in trustee education; Mikayla will contact Mark Trabucco about the completion of the front doors; a thank you note will be sent.

Next meeting---7/18/24 at 10:00am. We will go over the yearly evaluation form for Mikayla.

Submitted in the absence of the Secretary by Linda Williams