

Meeting of the Board of Trustees of the Coburn Free Library October 17, 2024

**Present:** Linda Williams, President, James Pritchard, Vice-President, Ellen Keough, Secretary, Michael Fenn, Treasurer, Carlynn Freitag, Trustee, David Woodburn, Trustee, Mikayla Worzel, Executive Director

**Excused:** Joe Palladino, OACSD Trustee

**Approval of September Minutes:** Linda Williams moved that the September minutes be accepted. James Pritchard seconds. Approved.

**Financial Report:** Account balances have been reconciled to statements for September.

From Bank Statements as of 9/30/24:

Director Discretionary Fund	\$	4,141.28
Line of Credit	\$	8,611.92
Regular Checking	\$	73,935.21
Endowment Fund	\$	888,249.87
CD-Tioga State Bank	\$	25,000.00

We are still on track to complete the Line of Credit payments this year. The plan is to keep this account open with a zero balance for use for the HVAC project. Income and donations are exceeding budget.

James Pritchard made a motion to accept the financial reports as presented, David Woodburn seconds and all approve.

**Director Report:** Boiler malfunction due to low water shutoff failure. An Insurance claim will be opened. The Library Construction grant through the first phase with FLLS. Tioga Downs Community Foundation grant paperwork being prepared.

**Old Business:** While waiting on Library Construction grant final approval, a necessary environmental study is scheduled for the fall and a request to have NYSEG bring our electricity to a "3 phase" can be made in preparation for project.

**New Business:**

1. Board Education: James Pritchard listened to a webinar, "Holding Our Own: Creating Fertile Ground while staying true to our Principles". Ellen will attend the FLLS Annual Meeting on 10/19. Mike Fenn to attend the NYLA meeting on November 8.
2. The Director made a proposal to change Saturday hours from 1 to 4 pm, to 10 am to 1 pm. This was a staff request. The weekly hours remain the same.
3. Annual meeting will be 10/18/24 in Ithaca.
4. Discussion of Nexamp Solar for Library.
5. First draft of budget for 2025 given to board for review and questions at next meeting.

The next regular meeting of the Board of Trustees: **Thursday, November 21, 2024 at 10 AM.**

Respectfully submitted, Ellen C. Keough