

Meeting of the Board of Trustees of the Coburn Free Library December 18, 2024

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

Excused: Joe Palladino, OACSD Trustee, David Woodburn, Trustee

Approval of November Minutes: Carlynne Freitag moved that the November minutes be accepted. James Pritchard seconds. Approved. Linda welcomed Lori Feasel (patron) to our meeting.

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

From Bank Statements as of 11/30/24:

Director Discretionary Fund	\$ 4,141.28
Line of Credit	\$ 6,611.92
Regular Checking	\$ 55,871.67
Endowment Fund	\$ 906,603.06
CD-Tioga State Bank	\$ 25,000.00

Director Report: Mechanical systems continue to cause blips. Elevator issue after a power outage has been explained and resolved; United Alarms have been checked/replaced; Radiators to be cleared of mineral deposits. The Director will be attending a Zoom seminar with the Community Foundation for Tompkins County this week.

Old Business: The necessary environmental study by O'Rourke has been completed. A request to have NYSEG bring our electricity to a "3 phase" is still in process.

New Business:

1. A motion from the Financial Committee to approve the 2025 Budget was made; seconded by James Pritchard and all approved.
2. Working with electrical contractor to have light switches installed at top and bottom of front stairs to basement.
3. Board Education: Carlynne Freitag virtually attended Trustee Education provided by FLLS on December 6.
4. Term appointments were reviewed. James Pritchard and Ellen Keough terms were to complete on 12/31/2024. Both agreed to continue. Linda Williams made the motion to approve appointment of James and Ellen for another 5 year term. Carlynne seconded. All approve.
5. Holiday bonuses for Staff approved.

The next regular meeting of the Board of Trustees: **Thursday, January 16, 2025 at 10 AM.**

Respectfully submitted, Ellen C. Keough