

Meeting of the Board of Trustees of the Coburn Free Library April 15, 2025

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

Excused: David Woodburn, Trustee

Absent: Joe Palladino, OACSD Trustee

Approval of March Minutes: Mike Fenn moved March minutes be accepted. James Pritchard seconds. Approved.

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

From Bank Statements as of 3/31/25:

Director Discretionary Fund	\$ 3,921.34
Regular Checking	\$ 139,506.27
Endowment Fund	\$ 867,357.77
CD-Tioga State Bank	\$ 50,000.00

Director Report: The bid from NYSEG required for the construction grant was not received in time to be part of the grant, so \$20,000 was removed from our grant request submission. Many other grants are in the works, see Directors Report. The elevator has completed inspections.

Old Business: Representatives from NYSEG met with SEI Design, Library Director and some Trustees to discuss the upgrade in the electrical service to the library. The estimate is \$22,841 with the transformer to be supplied by NYSEG.

A motion was made by Carlynne Freitag that the Board approve the expenditure of \$22,841 to NYSEG to begin the 3 phase power to facilitate the HVAC project. Linda Williams seconds. All approve.

The firm of Postler and Jaeckle provided a bid to investigate the possibility of using existing abandoned chimney chase for condensation piping. This is to help determine placement of minisplits. The cost is not to exceed \$1500.

Linda Williams made a motion to retain the firm of Postler and Jaeckle to do the work mentioned above. Mike Fenn seconds. All approve.

New Business:

1. Linda Williams attended webinar entitled, "Patrolling the Stacks". It was suggested that Director provide some preparation for staff. Mikayla will prepare and send to Trustees for review. There was discussion on need for legal advisor. The executive order regarding the "minimization" of Institute of Museum and Library Services sparked numerous inquiries from patrons.
2. *A motion was made by Linda Williams that the Board of Trustees authorizes the Director to apply to the Floyd Hooker Foundation for a special project Grant. James Pritchard second. All Approve.*

The next regular meeting of the Board of Trustees: **Thursday, May 15, 2025 at 10 AM.**

Respectfully submitted, Ellen C. Keough