

Meeting of the Board of Trustees of the Coburn Free Library July 17, 2025

**Present:** Linda Williams, President, Ellen Keough, Secretary, David Woodburn, Trustee, Carlynnne Freitag, Trustee, Mikayla Worzel, Executive Director

**Excused:** James Pritchard, Vice-President, Michael Fenn, Treasurer, Joe Palladino, OACSD Trustee

**Approval of June Minutes:** Linda Williams moved that the June minutes be accepted. Carlynnne Freitag seconds. Approved.

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

From Bank Statements as of 6/30/2025:

Director Discretionary Fund	\$ 4,921.34
Regular Checking	\$ 84,700.83
Endowment Fund	\$ 902,979.23
CD-Tioga State Bank	\$ 50,000.00

The CD will mature in August not July as previously reported. It had been extended a 7th month (with a higher interest rate.) The funds will be deposited into our general fund when it matures. Account number 65501 will be used to account for expenses for our capital project. Any unspecified income will be placed into account 41500 for the capital project.

**Director Report:** Grant writing and submissions continue. We received \$500 from the Tioga County Senior Citizens Foundation for large print books and audio books as well as an additional \$2,500 for the HVAC Project. Summer Reading is going well. The Architecture Adventure backpacks are out.

Surveyors are coming to determine the building's elevation to sea level to be used for electrical panel placement.

**Old Business:** We have received a preliminary design plan for rooftop enclosure to allow access to the roof above the stacks. Awaiting project cost.

**New Business:**

Discussed carpet cleaning.

The next regular meeting of the Board of Trustees: **Thursday, August 21, 2025 at 10 AM.**

Respectfully submitted, Ellen C. Keough