

Frothingham Free Library

Board of Trustees Meeting Minutes

August 29, 2023

ATTENDANCE: Carol Stuff, Wendy Sullivan, Lynn Richardson, Pat Galeazza,
Bobbi Jean Flint, Martha Stanton, Gretchen Subik, John Sullivan,
Linda Bell

ABSENT: Michele Furnare, Lori Simonds

The meeting was called to order at 6:10 p.m. by Co-President, Carol Stuff, who explained that tonight's special meeting was called to discuss and address a few specific issues.

Parking at Fonda Fair - Several slots are still open for parking at the Fonda Fair on September 3rd. Board members' availability was provided and input into the spreadsheet. It was noted that more help is needed, particularly for the 3 to 7 pm timeframes.

Movies in the Park - L. Bell stated that help is needed for the library's dates for movies in the park. Following discussion related to Thursday being a school night, it was decided to change the day of the movies to Friday beginning in September. A library volunteer is needed for the following movie dates: 9/8, 9/22, 10/6, 10/22 and the night of Trunk or Treat. L. Bell explained that Board involvement is minimal and entails starting and ending the movie on the laptop and returning the laptop to the library. Board members were asked to sign up on the spreadsheet in the google drive.

Parking at the Races - The next date for parking cars at the races is September 29th. Following discussion related to the fact that the pits will be open two hours before the Monster Trucks show, it was determined that we should be there at noon for parking cars.

Community Workshops - Wade Abbott will be contacted regarding doing a workshop for the general community at 6:30 pm on September 18. W. Sullivan will try to set up this workshop for the FFCS teachers on a Wednesday in October.

Book/Bake/Mum Sale - September 7-9 - Extra tables will be needed, and the books in storage at G. Subik's will need to be brought to the library. G. Subik will work out the logistics of transferring the books to the library on September 6 and notify Board members of the details. As discussed at previous meetings, the books will be sorted by genre to make it easier for the public to find what they are interested in.

L. Bell noted that the library is missing a 6 foot gray table and asked Board members to check if they might have it.

B. Flint noted that the cost of the mums is \$4.85 each. B. Flint and L. Richardson will get the mums on Friday, September 1, and they will be kept at B. Flint's house until their delivery to the library on Wednesday night, September 6th. The price we will charge for the mums will be determined the day before the sale begins.

L. Bell will ask M. White to contact the bakers tomorrow to ask for donations of goodies. Board members were asked to make baked goods as well.

A sign up sheet for working at this fundraiser will be available in the google drive.

Building Next Door - The owner of the building next door has hired Collar City Auctions to conduct an online sale of this property. There will be an open house to view the building on September 21st; however, no one will be allowed in the building before that date. The minimum bid for the property is \$1,000. W. Sullivan explained that bidding starts on September 22nd, and noted that she created an account with Collar City so the library can bid on it if we so choose. G. Subik noted that the current owner purchased the building for \$8,750.

An attorney would come into play if the library purchases the building, but some things such as back taxes, liens on the property, and whether a not-for-profit entity would be required to pay back taxes could be researched in advance of placing a bid. L. Bell will contact attorney Brott's office to try to garner this information.

G. Subik noted that the library would still be next to the creek and the parking situation would not improve. In addition, demolition costs would probably be in the \$50,000 range. L. Bell explained that the library would apply for grants for this and other aspects of the project, noting it would be done in phases. J. Sullivan stated there should be a plan in place that is transparent, adding that renovations to our current facility should be kept in mind if we proceed. A suggestion was made to check to see if the owner of the building on the other side of the library has plans to sell it.

Discussion ensued regarding the importance of the library having certain individuals, e.g., DEC liaison, demolition specialist, and structural engineer, attend the open house to provide feedback from their perspective. W. Sullivan will follow up with the DEC liaison and the demolition specialist, and L. Bell will follow up with a structural engineer.

Grant for Remodel of Front and Back Entrances - An estimate is needed from a contractor for a grant to remodel the library's front and back entrances. This is very time sensitive, as

the grant must be submitted by this Thursday. If we cannot get the estimate in time, the grant could be submitted for the repair of the roof. The following contractors indicated they were able to be at the library tomorrow to do estimates for the remodel: Rod Hicks, Jake Bowles, and Pete Perez. J. Sullivan will provide W. Sullivan and L. Bell with details from the grant to assist the contractors in preparing their estimates.

NYLA 2023 Annual Conference and Trade Show - J. Sullivan and L. Bell stated they would like to attend this year's trade show which will be held at the Saratoga City Center on November 1-4. The registration fee is \$290 per attendee, but a grant for \$250 can be submitted to defray some of the cost. Board members granted approval to proceed with the registrations and reimbursement of the associated mileage costs.

Binders for Board Committees - W. Sullivan indicated she will set up a binder for each of the Board's committees which will be kept at the library. Information such as meeting minutes, estimates, contacts, etc. will be filed in the binders to allow central access to the information.

Adjournment

The Board adjourned at 7:40 pm on a motion by B. Flint, which was seconded by P. Galeazza.

The next meeting will be held at 6 p.m. on September 19, 2023.

Respectfully submitted,

Lynn Richardson
Secretary
Board of Trustees