

Frothingham Free Library

Board of Trustees Meeting Minutes

March 19, 2024

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

ABSENT: Wendy Sullivan, Phyllis Smith

GUESTS: Chris Dancy, Sal Riggi

The meeting was called to order at 5:59 p.m. by President, Carol Stuff.

Approval of January 15, 2024 Meeting Minutes

The minutes of the January 15, 2024 Annual Meeting were reviewed with copy on file. A motion to approve the minutes was made by G. Subik and seconded by P. Galeazza. There being no further discussion, the motion was voted and carried unanimously.

The minutes of the January 15, 2024 regular meeting were reviewed with copy on file. A motion to approve the minutes was made by G. Subik and seconded by P. Galeazza. There being no further discussion, the motion was voted and carried unanimously.

Community Comments

Sal Riggi stated that the cost of parking in the Village of Fonda lot will be increased to \$10 per vehicle for the races and the fair. Mayor Peeler will attend the parking lottery meeting this Saturday to obtain feedback on the increase and outline his plans for the Village. Board members voiced opposition to the increase in the cost of parking. It is planned to have an ATM machine installed at the park. Mr. Riggi recommended that a representative from the library attend the next meeting of the Village Board of Trustees.

Chris Dancy reported that Montgomery County Executive, Matt Ossenfort, and Montgomery County Sheriff, Jeff Smith, will attend the library's 80th Anniversary Party on April 12th.

Treasurer's Report

The Treasurer's report was distributed and reviewed by G. Subik, who noted that the money from the FFCS Tax Proposition was received. Letters requesting funding from the towns and villages will be sent out according to the schedule. The library received its annual bill for flood insurance in the amount of \$2,007.

A motion to approve the treasurer's report was made by P. Galeazza and seconded by B. Flint. There being no further discussion, the motion was voted and carried unanimously.

Director's Report - John Sullivan

J. Sullivan updated the Board on the Grow with Google grant project, indicating that someone is needed to host the classes. Discussion ensued regarding advertising for someone to teach the classes and/or trying to get volunteers to do it.

Grants applications to Walmart can be submitted up to four times a year, with a maximum of \$5,000 awarded per request if accepted.

A Nintendo Switch has been purchased.

Bonnie Myers is open to flexing her time at the library for Saturday's hours. The Board discussed modifying the hours the library is open based on traffic patterns, seasons, etc., and decided to revisit the issue at a future meeting.

Assistant Director's Report - Linda Bell

The library received \$1,000 from Stewart's. Money from WGY has not been received as yet. Money from the annual fund raiser is trickling in.

The schedule for the Summer Reading Program is being worked on, with L. Bell noting we are in good shape.

Committee Reports

Budget and Finance - No updates to report.

Building and Grounds - No updates to report.

Long Range Planning - No updates to report. Wade Abbott has suggested that a community meeting be held with the school before compiling the results. C. Stuff will contact W. Abbott regarding this.

Volunteers Committee - Discussion ensued regarding the establishment of a Volunteers Committee which would assist the Board with fund raising activities. It was acknowledged that a structure would need to be developed for the committee. A meeting will be held with Chris Dancy at 3:45 pm on April 24th to further discuss this issue.

Special Events - P. Galeazza distributed a calendar of events for the library for 2024.

Public Relations - L. Simonds will submit information on the library's anniversary party to the newspapers and ask the Chamber of Commerce for assistance in getting this information out to the public. B. Flint suggested looking into the possibility of putting our events information on a sign near the NBT drive-thru.

Personnel - No updates to report

Unfinished Business

On-Line Monthly Calendar - J. Sullivan asked the group to let him know if things need to be added to the calendar. Discussion ensued regarding the library becoming the clearinghouse for a community calendar, with C. Dancy indicating he would work on this.

Duck Races - M. Stanton noted that she contacted the Canal Committee regarding the possibility of conducting duck races on the river and was informed that a permit is required for it. The FFA is doing one this year near Watertown. The event would need to be held between May and October, when the canals are open and would likely need to be planned a year in advance.

New Business

Chicken & Biscuits Dinner - The library's chicken and biscuits dinner will be held at the Winner's Circle from 4 to 8 pm on March 27th. L. Richardson will follow up with the Winner's Circle regarding including the event information on their sign. Board members were asked to turn in their ticket money and any unsold tickets by Friday, March 22, so the restaurant can be provided an approximate number. Board members who are baking desserts were asked to bring them to the library by noon on March 27th.

80th Anniversary and dessert sign up - Preparations for the library's 80th anniversary party on April 12th include the following: guest book purchased, J. Sullivan to print name tags for attendees, name tags for library staff and Board of Trustees purchased, dessert sign up sheet passed around, music, library history information, L. Bell to follow up on renting three high-top tables and cloths, banner design, including the library's logo selected

and to be ordered by L. Bell, pens at a cost of \$132 to be ordered by L. Bell, twinkle lights are available for out front and inside the library, library to close at noon the day of the party for set up, B. Flint and G. Subik to follow up on getting flowers for 10 tea cups, coffee, tea, water and punch for beverages, P. Galeazza to provide coffee urn, L. Simonds and L. Richardson to bring beverage dispensers, B. Flint to provide punch, Hummingbird Winery to do a wine tasting free of charge, trivia questions throughout the evening. Following discussion, it was agreed to do book raffle(s) at another time. C. Stuff will contact Wade Abbott regarding public relations, and L. Simonds will follow up on submitting the party information to the local newspapers. Parking signs will be needed for the Reformed Church and St. Cecilia's lots.

Annual Fund Drive Thank You Notes - J. Sullivan and L. Bell will design the thank you notes and P. Galeazza will write them once the cards are created.

Approval of JA Member Library Agreement - J. Sullivan will sign this agreement and send it back.

Races/Fair Parking Dates - M. Stanton and L. Richardson explained that the lottery for parking vehicles at the races and the fair will be held this Saturday. Following discussion, the Board decided to try for two race dates and one date during the fair. Optimal dates were identified for each. The Board reiterated they were not in favor of the increase in the parking price.

Review Annual Report - L. Bell passed around the library's Annual Report for the Board's review before its submission to the MVLS.

Changes to Bylaws - A motion to delete the Media Materials Committee and the Sunshine Committee was made by G. Subik and seconded by P. Galeazza. There being no further discussion, the motion was voted and carried unanimously.

Adjournment

The meeting adjourned at 8:07 pm on a motion by L. Simonds, which was seconded by M. Stanton.

The next meeting will be held at 6 pm on May 21, 2024.

Respectfully submitted,

**Lynn Richardson
Secretary
Board of Trustees**