

Worth-Pinkham Memorial Library

BOARD OF TRUSTEES MEETING

October 16, 2023 at 7:00pm

MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 7:03pm

In attendance: D. Policastro, L. Surz, , J. Clutterbuck, H. Crowley, D. Mardy (7:05), H. Turk, K. Cosenza, M. Taylor, P. Crossley

Not in attendance: J. Mongelli, C. Richards, K. Clark

2. Minutes

Minutes of 9/18/2023 Regular Meeting

Motion to approve: J. Clutterbuck

Second: L. Surz

All in favor.

Closed session minutes

Motion to approve: J. Clutterbuck

Second: L. Surz

All in favor.

3. Public Session

No public in attendance

4. Trustee Reports

a. President's Report:

n/a

b. Treasurer, Herman Crowley

Capital Account Balance: \$151,059.90

Operating Account Balance: \$242,081.20

Total: \$393,141.10

Bills List Total: \$105,332.77

Motion to Approve: L. Surz

Second: P. Crossley

All in favor.

Discussion over whether we should be paying the landscaping & snow removal (53400) to the boro now that they own the property. Consensus that we are responsible for maintaining costs as opposed to structural costs. Discussion over the yearly landscaping & snow removal boro fee vs. the quarterly DPW bill- yearly bill is titled L&SR based on the library's line item. We can have the L&SR bill moved to separate line item (or change it to a new line item title) if desired.

Discussion over whether anyone has checked the health benefit charges and made sure they're correct. The auditor asked for this during the yearly audit and the library received it from the boro admin.

5. Library Director Report, Morgan Taylor, MLS

- September circulation totaled: 3,304

Operating budget line transfer

Motion to approve: J. Clutterbuck

Second: L. Surz

All in favor.

Cost-per-circ borrowing has allowed Morgan to fill patron holds on a much more cost-effective basis, which has helped boost e-Content usage.

Youth Services:

- Kids have been decorating paper leaves to contribute towards decorating the library for autumn.

6. Borough Council Liaison Report, Councilman Dane Policastro

- Nothing to report in open session.

7. Superintendent of Schools Report, Dr. Diane Mardy

- School visit by Margaret Dilloway, author of *Five Things About Ava Andrews*.
- 10/18- Stigma-Free Cornhole Tournament
- 10/22- Richard's Run

8. Committee Reports

Finance Committee

- Meeting on 9/24- H. Turk, L. Surz, J. Clutterbuck, H. Crowley, M. Taylor, & K. Cosenza met to discuss fundraising, increased operational costs at 10 Orvil Ct., and the library's legal inability to contribute towards the boro's bond loan.
- The Friends of the Library never earned its 501(c)3 charitable status, but the library itself can run a capital campaign and accept tax-deductible donations.
- M. Taylor went over a potential capital campaign timeline, a gift range chart draft, and prospect research indicators to be considered.
- Discussion about hiring a charitable consultant after a library-independent capital campaign committee has been established to help with particulars such as the case for support.
- D. Policastro will ensure that the Mayor & Council will be presented with the capital campaign timeline.

9. New Business

- M. Taylor requests the library close early on 10/26 for a staff member's daughter's wedding

Motion to approve: J. Clutterbuck

Second: P. Crossley

All in favor.

10. Closed Session: Personnel

Vote to enter closed: L. Surz

Second: H. Crowley

All in favor.

D. Policastro- State VFW has given mixed signals about whether or not they would charge the boro for the VFW building in town. If that is resolved, it seems to be a relatively good candidate for a temporary library location for the assumed 2 years relocation time. The financial information M. Taylor compiled regarding the capital campaign will be given to the council.

Discussion of personnel request.

Closed session at: 8:09pm

Ended at: 9:02pm

Vote to exit closed: J. Clutterbuck

Second: L. Surz

All in favor.

11. Old Business

None

12. Adjournment

Vote to adjourn: L. Surz
Seconded: H. Crowley
All in favor

Time of Adjournment: 9:03pm

Date of Next Meeting: Monday, November 20, 2023