

**Maxwell Memorial Library
Board of Trustees Meeting Minutes
June 17, 2024**

Meeting called to order by President Ann Henderson at 6:00pm.

Attendees: Ann Henderson, President
Donna Breen, Vice President
George Mango, Treasurer
Sally Kondziela, Secretary
Lucille Adorante
Philip Grome
Allison Palermo-Record

Visitors: Jennifer Burke, Director
Rena Brower, Library Assistant

The minutes from May 20, 2024 are approved as published.

Philip Grome made a motion to amend the agenda to move the Treasurer's Report for later in the meeting. Donna Breen seconded. All in favor, motion carried.

Treasurer's Report – George Mango

Statement of Financial Position as of May 31, 2024:

Total Assets:	\$247,647.65
Retained Earnings:	\$93,138.94
Net Revenue:	\$154,508.71
Total Equity:	\$247,647.65

The Treasurer's Report is accepted as presented, subject to audit.

Director's Report – Jennifer Burke

Jennifer shared May stats with the Board. The library referendum vote passed on May 21. All annual reports for OCPL have been accepted by the State.

The plumber was called twice. There was a strong smell of sulfur inside the library. The plumber cleared the sink drain the employee bathroom. There were no major issues found. The smell has returned twice since first detected. It seems to be more prominent when the AC is off. As of June 14, I didn't notice the smell again and the AC was on. We also had a leak in the basement connected to the outside faucet valve. The plumber fixed that, too. I called Bill Roehm because our AC unit was not putting out cold air. He

discovered a frozen coil, so we turned off the unit and let it defrost. I plugged it back in the next day and it's working fine.

Rena and I attended a Facilities Management Meet-Up Group on May 24. I attended the Onondaga County Suburban Library Directors meeting on June 4 at Solvay Public Library. I was interviewed by CNY Central news on June 14 for an upcoming "More Than Books" segment. Our next fundraiser is the Bottle and Can Drive on Saturday, July 13.

Youth Services Report – Melissa Lewandowski

Melissa continues to offer weekly storytime and other programs for children, as well as outreach storytimes at various preschools in the area. Little Fingers Meetup has been well attended. Stories and Sundaes is still a hit at Charlee's Ice Cream.

President's Report – Ann Henderson

Ann purchased a gift for Marcia Wickert and will mail it to her. Reminder, we have no meeting in July. Our next meeting is August 19.

Fundraising Report – Lucille Adorante

The Book Sale made \$543 on May 18. We let it run for another few weeks which generated \$330, making the grand total \$873. Cruisin' Cones was a profit of \$104.60 and the Book Lover's Basket netted \$600.

Future fundraising events are the Bottle and Can Drive on July 13, Bookplates (which is ongoing), Salt City Coffee Sale in the fall, and hopefully a t-shirt sale.

The Annual Appeal was discussed. We want to target certain areas of Camillus Districts. We will continue to discuss other ideas to improve this.

Our next meeting will be Tuesday, August 27 at 4pm on Google Meet.

Finance Committee – George Mango

No report.

Building and Grounds Committee – Philip Grome

The property was mapped but hasn't been staked as of this meeting. More information to come on this process.

Long Range Planning Committee – Ann Henderson

Ann discussed our mission statement – "to expand minds, empower individuals,

and enrich its community.” The committee suggested using other facilities in the village and town would be a helpful resource in realizing future goals. Partnering with the senior center and doing outreach at senior living establishments is another service priority. Outreach to teens and youth is another extremely important service goal/priority.

Old Business

None.

New Business

Orders need to be finalized for Maxwell Library t-shirts for staff and trustees.

Adjournment

President Ann Henderson adjourned the meeting at 7:27pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sally Kondziela". The signature is written in a cursive style.

Sally Kondziela, Secretary