

Falconer Public Library Meeting Minutes

November 16, 2023

The Falconer Public Library Board meeting was called to order at 8:03 a.m. by President, Steve Swanson. Present were: Lisa Conti, Pam Vanstrom and Brenda Weiler.

Staff: Laurie Becker, Sandy Thies.

Village Treasurer: Paula Spunaugle

Secretary's Report was accepted with Pam Vanstrom making the motion. Lisa seconded. All in favor.

Treasurer's Report given by Paula Spunaugle. She went over in detail the November report. Currently the NYClass is giving 5.27% interest. The Village made its 2023 contribution to the Library budget line. We leave it to the discretion of the Village Treasurer, to move the amount of funds she feels should be moved out of our general funds, into the NYClass Savings Account. Lisa Conti made the motion to accept the Treasurer's Report and to move some of the funds from the general account to the NYClass. Seconded by Pam Vanstrom. All in favor.

Sexual Harassment Training needs to be completed by all members of the Board. Please provide documentation to Steve and Laurie to place on file as soon as possible.

Trustee Education must be completed by all board members. Please provide documentation to Steve that this has been completed. Each member must complete 2 classes.

Door Construction is anticipated to begin December 11th, 2023. Laurie has been in touch with the Nate Goot, Contractor. Library will be closed for the week. Staff will be working on projects at the Library that week.

New Trustee Handbooks were distributed by Laurie to each Board Member. Members are asked to please take time to review the Handbook in preparation before January's meeting when Jan Dekoff, from CCLS will be joining us.

Policies for our Library are continually being reviewed and updated. With the last Annual Meeting of the Libraries and the workshops that took place, Laurie will be working on updating and sending via email to the Board for them to review and approve or make changes at the January meeting.

Donations placement was discussed in regards to placing funds at Chautauqua Region Community Foundation, General Fund or in our Reserve account earmarked for special projects. Lisa had questions in regards to the presentation that was given by CRCF at last months meeting. The Endowment account at CRCF can't be touched ever – only the earnings. This account was set up this way in hopes of the endowment having enough money

at some point that the interest would fund the general budget. This is going to take a number of years to get it at that point. The Non-Endowment fund at CRCF if used for individuals who would like to make tax free donation to the Library for a specific project or immediate use. Motion was made by Lisa Conti to deposit the bequest from Betty Kelly into the NYClass account. Pam Vanstrom seconded it. All in favor. Steve Swanson abstained from voting.

Summer Band Concerts will be scheduled depending on band availability. The dates to be filled are July 11, 18, 25 and August 1. Laurie will be reaching out to Rockin Robin.

Story Hour is going so well. The Board appreciates all the work that Ashley puts into it with so many details to make it a great educational and fun time. Thank you to the Falconer Fire Department for coming to story hour and talking on Fire Safety. A member of the department had all of his gear available to put on, however, he spoke about each piece and then put it on in hopes to take the 'scary' part away of seeing a fireman when they are all dressed up in their gear.

Historian's report 'highlight' this month, was to announce that Brenda Cavallaro will be conducting a Village History Tour for all that participate in riding the Trolley. This will happen after the parade.

Miscellaneous items that were covered:

Internet Service options such as CCLS and DFT were discussed. Paula and Laurie are getting all the details and looking at which is more feasible for the Library to invest in.

The new Library hours are working out very well. Board reminds staff, if it is not possible to have 2 staff on at all times, then the Library is to close. Just post notice on door and Facebook.

Our next meeting will be January 18, 2024 at 8:00 a.m.

Respectfully submitted,
Brenda Weiler, Secretary