

Falconer Public Library Meeting Minutes
January 18, 2024

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

Guest: CCLS Executive Director, Janice Dekoff

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

Treasurer's Report given by Paula Spunaugle. Paula went over the report in great detail. The discussion of getting a credit card was brought up to make ordering supplies, books, magazine subscriptions, etc by Laurie for the Library would be so convenient and more efficient. A recommendation was made to get a credit card with a \$3,000 maximum. Lisa Conti made a motion to get the credit card with the \$3,000 maximum, seconded by Pam Vanstrom. All in favor. Cindy will take care of getting the template for the credit card users to sign. The Board will still approve the expenses and see the invoices.

Trustee Education was reviewed to remind members of the Board to please email Steve Swanson with the sessions you viewed and the time you spent, so that he can place it on file. Jan Dekoff notes that there is a workshop coming up in February 2024 on Roberts Rules of Order hosted by the CCLS.

Trustee Additions was discussed. Jan Dekoff gave direction to get clarification on how the Village of Falconer Board and the Library (Advisory) Board have determined what is the eligibility requirements to be a new trustee, such as be a village resident or within the Falconer School District, etc. The process also needs to be clarified in regards to when and where the name needs to be presented, prior to the onboarding of a new trustee. Currently the process has been that the Village Board must approve any new members before becoming active trustees.

CCLS Janice Dekoff, Executive Director, gave a presentation on current events happening within the Library System. Janice applauded the Library on how great the Library is being run. Motion was made by Pam Vanstrom to move our number of members on the board to 7, seconded by Lisa Conti. All in favor. Janice feels over all our Library is in great shape. Janice did note that the Village Board should not have the option to 'veto' approval ever, in regards to our budget lines. The village states what are total dollar is to work from and the Library works within the budget amount. Our Liaison for the Village Board is Annette Miller.

Oath of Office: Janice clarified that physically taking the Oath of Office only needs to happen at the start of a new term, otherwise this does not have to be done.

Door Construction resolution: The Board has come to the conclusion, it is time to end the contract with Nate Goot. Motion made by Pam Vanstrom, seconded by Lisa Conti. All in Favor. Steve Swanson and Laurie Becker will compose an email that will be sent to Nate Goot. The Board will request a copy of all receipts of purchased materials, work hour log and an itemized bill of expenses.

Grant funds: Janice Dekoff suggested that we could do a 'Project Amendment with the State' to bring them up to date with where we are with the door construction and our plan to move forward.

Library Policies: A recommendation was made by Janice Dekoff, that we review our policies and bylaws at least every 5 years to make sure they are current.

Summer Band Concerts are currently being set up. Laurie has been in touch with Razz and he has pending dates at this time. Mention of others: Maranda Wilcox, (local talent), Rockin' Robin and Pat Cook.

Donations from CCB (Chau. Catt. Bank) have been transferred to CRCF (Chau. Region Comm. Foundation). These funds were directed to go into our endowment fund.

Christmas donations were reported to be \$3,320 from the general population. Friends of the Library decorated bags for patrons to pick a bag and make a donation, \$95 was donated in all.

Miniature Christmas Trees were decorated by story hour participants using a storybook theme. The trees were displayed throughout the Library and enjoyed by all.

Historian's Report was given by Laurie on behalf of Brenda Cavallaro. The local Crosby's donated a \$100 to the Library, on behalf of the Reed Stores Inc. who owns them. Brenda did a great History Tree for the Holidays, using old historical pictures of Falconer. Special note of appreciation to the Glenn Bloss Family, who donated several items from the former long-term Marine Midland Bank.

Miscellaneous items of discussion included:

Eclipse Day is coming up in April and there will be glasses available, limited supply (2 pair per family).

Tax Forms are starting to come in to the Library.

Next Meeting Date will be announced.

Respectfully submitted,
Brenda Weiler, Secretary