

August 21, 2023

Our mission: to be the community hub connecting our patrons to the world.

Jordan Bramley Library Board of Trustees

Minutes for the Regular Monthly Meeting

Monday August 21, 2023

Start time: 6:03 pm

Attendance: T. Sullivan, D. Barber, D. Cassick, S. MacDowall, M. Smart, A. Ryan, K. Vellone

Absent: L. Byrnes

The Pledge of Allegiance was recited.

Agenda Item 1: Jordan Fall Festival

Tim S. began the meeting by giving the floor to Darcy B. to discuss the Jordan Fall Festival and our used book sale tent. Darcy B. presented a sign-up sheet and a way to electronically sign up. Mindy stated she would forward the electronic sign up to Casey to put on our media pages. After some discussion it was decided to have the same pricing as last year: \$10 to fill a bag/box, \$2 for hard covers, \$1 for paperbacks, and \$1 for children's books making sure by Sunday afternoon we announce books are free. Tim asked when the village workers were taking the books over. Denise C. stated it would be Thursday before the festival. Tim then broached the idea of looking into how much money we receive from the community council and is it cost effective for us to continue participation in the festival, while also knowing it is on tenuous legs with such low volunteer numbers. It was decided to keep our own records of sale this year and find out the exact monies the council gives to the library. During the lively discussion, the topic of selling t-shirts came up and it was decided to order 30 shirts (10 XL, 10 L, and 10 M) and keep sales from that separate from the book sales. Ashley R. also suggested we have some signage by the tent this year as some people felt it was hard to find our tent. Denise added that we could have it announced hourly. Tim stated that trustees who do not have shirts yet need to email Denise with your size.

Agenda Item 2: Shirley/Greg Drummond Room

Tim asked when we would like the dedication ceremony. After much discussion from a separate date to incorporating into one of our other events, it was decided to bounce the idea for a date off Linda. The board agreed her input would be best and it was tabled until the September meeting.

Agenda Item 3: JE Tech Class Book Display and Upcoming Events

Mindy stated she was sure Liz Woodford, the tech teacher, would be able and willing to get back on the project and we should check with Linda with Linda reaching out once school was back in session. Mindy stated she believed the project was close to the production phase. Tim stated we will soon be contacted by the Boy Scouts to see if there are any Eagle Scout projects. Ashley stated maybe they could build book crates for the used books or a wheeled bin to transport books from the library to the barn. Stew asked Denise about using the strawberry

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boxes and she likes those due to the weight being acceptable to maneuver the books. We then hitched a ride on some broomsticks and discussed a Halloween Costume Swap. After flying around a bit with the discussion, the board decided to collect costumes this year and have the swap next year. Kathryn stated the best time to collect would be the day or two after Halloween. Tim wants to run the idea by Linda, looking into where we can store all the skeletons in the closet.

Tim moved on to raffle baskets and when to contact vendors or past donors. Denise stated Linda has a form letter and addresses. Denise is willing to hand deliver letters to new businesses. Tim stated November 1 would be the date to accept baskets.

This segwayed into the Village Christmas Event. Darcy stated let's have one craft. Ashley chimed in with wanting the book walk again and she would coordinate with Casey Brim as to times the library would be open for crafting. It was decided to have the library open during that time instead of regular hours. That way the raffle baskets would not have to be moved out of the library. Tim backed the calendar up and suggested we wear our library tees and join in the Turkey Trot, getting a bookmark in the goodie bag listing when our events are scheduled.

Agenda Item 4 - Sept Meeting

Tim would like to invite Steve and Julie to the next meeting so that we can have a better understanding of the MLL accounts and discuss what our action will be with some bonds coming due. All agreed the next meeting will be moved to September 25th due to the festival being the weekend prior to a Monday meeting and most of us will be soaking our feet that night recovering from running around the book tent.

Agenda Item 5 - Kitchen

Stew stated we need a 5 year plan before doing "piecemeal" projects. Discussion ensued with not knowing how much expansion the Historical Society will do and will they stay to construction fund monies to closing a vent on the side of the building (Stew will take a look) and onto staying on top of maintenance to thinking about a vision for the library as we go through changes in the next 5 years with Linda's eventual retirement.

The trustees took a right turn on the rollercoaster and discussed rotating meetings with every other one dealing with either normal board business and fundraising as we find ourselves spending most of our time discussing/planning fundraising events. Ashley proposed the first hour be spent on trustee business and the second hour be spent on fundraising. Tim stated he would look at the by-laws.

Darcy B. left the meeting at 7:12 pm

Agenda Item 6 - Reports

Denise stated there were no issues this month and staff are doing great. There were no minutes from the June meeting (Linda Byrnes Day!) and no Director's Report. Tim stated we need to recognize June 27th each year (Linda Byrnes Day). The Treasurer's Report was reviewed.

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A motion was made to accept the Treasurer's Report: Motion: M. Smart
2nd: K. Vellone
Vote: Carried 5-0

Mindy stated the May minutes and the May Director's Report have not been approved yet and we will need to do that at the Sept. meeting.

Round the Table

Stew- good meeting! I have 2 estimates on the kitchen and keep the 5 year plan in mind
Denise- we made a summer school connection this year and it was really nice! Looking forward to that partnership next summer!
Kathryn - the community band will be playing on Sunday at the festival so stop by!
Tim - I'm officially retired! And will help with set up on Friday morning (the retiree club will be there - - Tim, Mindy and Stew!)
Ashley - excited for the Fall Fest!
Mindy - The CNY TV spot was terrific! It kept mentioning the Jordan Bramley Library and highlighted the Tea Party with the Prince and Princess. Interview was with the village historian.

Motion to Adjourn: Motion: S. MacDowall
2nd: T. Sullivan
Vote: Carried 5-0

Adjourned: 7:53pm

Respectfully submitted,

Mindy Smart,
Secretary
Jordan Bramley Library Board of Trustees