

Elbridge Free Library
241 East Main Street
Elbridge, New York 13060
January 23, 2020

The Annual Reorganizational Meeting of the Elbridge Free Library was called to order on January 23, 2020 at 5:00 PM. The following members and guests were present: Kathy Long, Kathy Norman, Cynthia Zainchowski, Peggy Bennink, Casey Westby, Julie Clark, Bette Ann Tucker, Camille DeSanza, Lindsay Preston, Vern Richardson, Linda Byrnes, Stephanie Harris, Ken Bush and Jan Richardson.

An announcement was made by President Kathy Long that due to the illness of Karen White, Camille DeSanza has taken over as Library Director.

Secretary's Report

The minutes of the October 24, 2019 meeting were read and approved with one exception. It was stated in the minutes of that meeting that because of NY State's regulation on collection of sales tax on the sale of used books, we would no longer sell used books but instead ask for a donation. Julie Clark stated that even a donation is not acceptable. After much discussion it was decided that we would sort by genre and author and pack them in boxes for delivery to the Jordan Bramley Library. The Jordan Library sells their extra books at the Jordan Fall Festival and the proceeds are given to the Jordan Community Council. We volunteered to help the Jordan Bramley Library during the sale at the Fall Festival if we could add our unwanted books to the sale. Casey Westby made a motion to accept the minutes with the above revision and Kathy Long seconded the motion.

Treasurer's Report

Julie Clark went over the Balance sheet and compared the 2018 balance to the 2019 balance. The Profit and Loss Statement was explained and the proposed budget shows that the Village of Elbridge is giving us \$17,000.00 instead of \$15,000.00. This indicates that we can be more flexible in line items. We need to meet and discuss paying the staff for attending staff meetings. A minimum of 4 hours is required. Another concern of note is that the names of those authorized to sign checks and make deposits at M&T needs revision. Julie Clark made a motion that we remove Greg Hunter and Linda Weisskoph from both savings accounts at M&T and replace their names with Kathy Long and Kathy Norman. Kathy Long and Kathy Norman will also be the designated signers of checks. The motion was agreed to and seconded by Kathy Long.

A motion was also made by Julie Clark to change our payroll company from Paychex to Premier Payroll. This will significantly save library funds. Cynthia Zainchowski seconded the motion.

Director's Report

Camille DeSanza presented a detailed Annual Report. Please see the attached report for specifics. Kathy Norman made a motion to accept the report and Peggy Bennick seconded it.

Program Report

Bette Ann Tucker presented her report on the many programs she has completed and the ones she has arranged for the future. Please see the attached report for specifics. Bette did recommend we rethink the Memorial Light fundraiser as it only grossed \$7.00. We have new tables. One was paid for by the Jordan Community Council, thanks to Linda Weisskoph, and the other was purchased by the Library. Fred Weisskoph has offered to make 2 chair movers, one for each of our 2 sized chairs. If we like them, he will make more and then charge us.

Old Business

The Christmas party for the children was successful. We discussed the possibility of having the Community Band perform at a different time of year as they aren't fully appreciated by the little children. It is hard to compete with Santa!

The Five Year Plan for 2020-2025 was reviewed and accepted by the Board.

Christmas Family Gifts: One family with five children was adopted by the Board and gifts were purchased and delivered to St. Patrick's Church in Jordan.

New Business

Chris DeCola will have Bill Kelly clean the windows on April 1st. We need a brighter light in the vestibule as well.

July 11, 2020 will be the date for the annual garage sale. Aaron Clark will run the donut making and we will need helpers. It was also suggested we get a large sheet of plastic or fabric tarp to protect the brick floor. Fans would mitigate the smell of grease and the heat. We will serve doughnuts, coffee, hot dogs and lemonade. Since we can't sell books anymore, we could sell one more spot to a patron.

We discussed establishing a paid staff substitute position. The Jordan Bramley Library suggested we share a substitute or a staff member.

Kathy Long thanked the entire staff for creating a new look in the foyer and throughout the Library. We will plan an appreciation event on a Tuesday or Thursday evening.

To further community cohesion and to gather ideas, an invitation to attend the Jordan Bramley Library's annual meeting was extended. The date for that meeting is January 27, 2020 at 6:30PM in the library's community room.

Dates for future meetings are:

April 23, 2020 at 5:00pm
July 30, 2020 at 5:00pm
October 22, 2020 at 5:00pm
January 21, 2021 at 5:00pm

Future Wishes:

Add Netflix to our Roku
Add Disney Plus
Fine free for kids and teens
Bean bags
Clean out Community Room
Clean out little used book room

A special meeting will be arranged to discuss a substitute staff member, staff issues, and the party for the staff.

A motion to adjourn was made by Kathy Norman and seconded by Cynthia Zainchowski.

Respectfully submitted,

Kathleen Norman