

HAZELTINE PUBLIC LIBRARY	<b>BOARD MEETING</b> <b>Agenda and Minutes</b>	DATE: 09-24-2024
		TIME: 5:00 pm
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AGENDA ITEMS	Discussions/Actions/Notes		Present	Absent
<b>Call to order / Attendance</b>	Call to order 5:00pm	KS Katie Smith	X	
		NK Nikole Knobloch	X	
		JH Judy Haller	X	
		DS Deb Siggins	X	
		KB Kim Butler	X	
		JP Jennifer Parkinson	X	
		CF Christine Frankson	X	
<b>Review &amp; Approve meeting minutes from last meeting (08-27-24)</b>	Minutes had a couple of typos, fixed.	MTA NK	MS JH	A/F Approved
<b>Correspondence/ Public Expression</b>	Received a thank you note from Kim Butler			
<b>Treasurer's Report</b>	Discussion on normal budgetary items.	MTA	MS	A/F
		DS	JP	Approved
<b>Director's Report</b> <b>Bldgs/Grounds:</b>  Canopy purchased.  <b>Community/Public:</b> -Summer lunch program ended 8/30/24. Meals/day served, YMCA a great partner.  -Art Mobile had 6 participants  -Author Talks began 8/26, go thru 10/21 -Linnea Haskins and Cornell to be here 10/24 re: food needs/community survey/programming -Opted out of Children's Safety Village Halloween Fest. Will participate in Busti Fall Fest 9/21 and trunk or treat event, both with Brenda Moran of U Take the Cake.  -BFD Aux Breakfast with Santa is 12/14 a Saturday morning -Table has been reserved for HPL at the Cummins Engine Community Days 9/25&26.	<p>Cost \$109.99; ready for use.</p> <p>24 meals/day (8-10 families) The Grab and Go is a much better program. Next year we will try to build more programming around the lunch program time. Being a smaller site was an advantage because we had a 2 hour window for food distribution.</p> <p>Attendance varies for Author Talks.</p> <p>This is a Thursday at 6 pm. PR for this event starting soon – there will be a cooking demo, \$100.00 gift card from Brigotta's for participants.</p> <p>The Trunk or Treat is scheduled for Saturday October 19<sup>th</sup> from 2-4pm. Volunteer help is needed and we will need to get candy.</p> <p>HPL has traditionally set up a table and offered children's books.</p> <p>Need volunteers to help man the table and we decided to give out cookies as an incentive for those who stop by our table.</p>			

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<p><b>Library Updates</b></p> <ul style="list-style-type: none"> <li>-John Henry Elred, Jr Foundation</li> <li>- \$5,000 grant requested to upgrade Jr Non Fiction</li> <li>-Cummins Engine Fdn grant requested</li> <li>-“Bed Tax” money available – paperwork due Oct 1</li> <li>-WNYLRC annual meeting on Oct 22<sup>nd</sup> at Comedy Center, KS to attend</li> <li>-Fraud Seminar presentation by M&amp;T Bank</li> <li>-Annual CCLS Meeting: reservations due 9/27</li> </ul> <p><b>Fiscal</b></p> <ul style="list-style-type: none"> <li>-Hazeltine Fund Update – Process began 3/2023. Judge Grace Hanlon approved our petition 8/2024. NYS DOE notified us that they are investigating how to proceed.</li> </ul> <p><b>Personnel</b></p> <ul style="list-style-type: none"> <li>-We will be closed Thanksgiving Day (November 28<sup>th</sup>), open the Friday after.</li> <li>-We will be closed Christmas Day and New Years Day.</li> <li>Request for early closing on the Eves.</li> <li>-Need to determine Nov/Dec Board Meetings</li> </ul> <p><b>Old Business</b></p> <ul style="list-style-type: none"> <li>-Resealing of driveway</li> <li>-Set the days /dates for closure (see above)</li> <li>-Need to agree and vote on 2025 Budget</li> </ul>	<p>Also for Jr Non Fiction</p> <p>Money to be used to expand something already existing.</p> <p>We are new to attending this, it is usually away.</p> <p>First Seminar held 9/17; 2<sup>nd</sup> to be held 10/3 – 6:00pm – 1<sup>st</sup> one only had 2 people attend.</p> <p>Wednesday October 9<sup>th</sup>, Workshops start at 3:00pm.</p> <p>This will eventually allow us to receive our \$4,000.</p> <p>MTA      MS      A/F DS      CF      Approved This is for hours to be modified to 10am-1pm the Eves.</p> <p>Year end meeting will be December 17<sup>th</sup>, 5:00pm with no meeting in November.</p> <p>Plan to seal driveway September 28<sup>th</sup>. Jim will plow for us again this year.</p> <p>Work to be done on budget for a vote in October.</p>
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<b>New Business</b> -CDs will come due at the beginning of December. We will have 5 days to decide what to do with the funds. Need the board to set direction.	We will decide in October the course of action for the CDs.			
<b>Adjourn</b>	Adjourn at 6:35pm	MTA JH	MS NK	A/F Approved
Next meeting scheduled for :		DATE: October 22nd	TIME: 5:00pm	

Notes: 1- Please List initials of Board Members for: MTA: Motion made to approve / MS: Motion Seconded /  
A: Motion Approved / F= Motion failed

Respectfully submitted by Deborah L. Siggins