

BFTL Regular Meeting

May 6, 2024

7pm

Roll Call: Doug North, Debra Toppeta, Pat Haywood, Cristi Lamontagne, Rebekah Lamphere, Stacey Hills, Sara Rogers (Director)

Members of the Public: none

Motion 2413 to accept minutes of April meeting made by Deb and seconded by Stacey passed by voice consensus.

Treasurer's Report:

- 2024 Annual Appeal is at \$11,025.
- Rensselaer County 2024 Community Program Grant has been signed, and BFTL should receive \$2,850 soon.
- Quarterly Tax Forms--NYS-45 (withholding taxes \$130.12) and 941 (federal tax \$956.56) has been sent by Gusto to the appropriate agencies.
- Electric--March 1 used 1,006 kwh and March 28 used 1,223 (actual) kwh.
- Oil--fill-up on 4/5/24. We have 133 gallons left on our prepaid contract. From Sept 2023 to April 2024 we used 717 gallons. (David used to estimate that we used 1200 gallons yearly. We now have electric hot water, so that lessened our oil usage.)
- Oil Contract--Pat will order either 500 or 600 gallons prepaid at a cost of 1,849 or 2,219.
- Form 990 is due May 15.
- Tenant water bill--The apartment has generated a town bill of \$234.86 for 1st and 2nd quarters.

Director's Report:

- There are some new, younger patrons.
- Tim and Judith from UHLS will be presenting information on 5/9 about finance options.
- The annual report was accepted, and a copy was provided through email.
- Carpet cleaning is scheduled (Deb will stop by around 4 to make sure all is locked up.); discussion of mats.
- BFTL will not be renewing the lease on the Xerox copier. Sara is looking into replacing the current HP printer so BFTL has a fax and spends less on toner.
- April circulation was up from 363 in 2023 to 462 this year.
- Sara and staff are working on the SRP: "Adventure Begins at Your Library." Meagan has created weekly themes, and participants will read to earn raffle tickets for prizes.

- Bruce Hewitt has requested his name on an Emeritus plaque. Discussion of what BFTL already has where his name can be added.
- Sara, Elisa, and Rebekah met to mark the StoryWalk® trail. The BoE approved CAM's proposal.
- Sara bought three bulbs for each light.

Committee Reports--

Finance Committee: Chair--Doug North.

- Endowment account at \$268K. Some discussion of perception.

Collection Development Committee: Chair--Vacant

House and Grounds Committee: Chair--Rebekah Lamphere

Public Relations Committee: Chair--Pat Haywood
NTR

Fundraising Committee: Chair--Vacant

Programming Committee: Chair--Stacey Hills

- Books & Bundts Reading Program
- Stacey is willing to do another murder mystery.
- Beer-stained Fiddle bluegrass band willing to come, maybe the smaller group. Stacey will get costs.
- Deb Cavanaugh is willing to play also.
- Summer "camp" ideas: Doug explained the idea of possible donations to send Berlin children to Stephentown summer camp; he is awaiting more info, but it might not work out.
- Doug suggested a handout at events to offer the Library space, and Stacey will follow up.
- Further discussion of possible pie sale on 7/4. Stacey will talk to Nancy about this.

Personnel Committee: Chair--Cristi Lamontagne

- Work continues on revising and clarifying the process.

Motion 2414 to adjourn at 8:03 by Rebekah and seconded by Deb passed by voice consensus.

Next regular meeting: Monday, June 3, 2024, at 7:00 p.m.

Minutes submitted by Cristi Lamontagne