

**R.K. Kittay Library
Trustee Meeting Minutes
January 15, 2024**

Members Present: Arlene Horn, Judy Zinn, Anniken Davenport, Erica Shott, Sarah Porter, Jean Nardi and Director Stephen Niles

Members Absent: Carey Braidt

Call to order at 7:08 pm by Judy Zinn

Public Comments: None

Approve Minutes – Motion to accept September minutes by Erica Arlene seconds No discussion – motioned carried. November minutes read. Jean motions to accept Judy seconds. No further discussion. Motion carried

Financial Report and approval: Erica reports on preliminary 2023 financials. General discussion on the annual appeal. A number of checks from appeal picked up not yet deposited – all for 2023. Discussion and no questions. Motion to approve Sarah. Second Anniken. No further discussion. Motion carried.

Discussion on paying Doug Armstrong for grounds keeping. Erica reported that no bill received thus she has not paid. Erica will also discuss with historical society how they wish to handle.

Directors Report: Saturday crafting event was cancelled due to power outage. Family movie nights coming up include Super Mario Brothers (PG) movie. Facebook posting made. Next month Barbie Movie.

Old Business:

Book Drop: Stephen reports that the one Michael delivered is meant as a temporary fix and Stephen says it is being used and working very well. – Michael is still working on a permanent artistic one. Stephen would like for the permanent one to become a little free library. Will follow up with Michael. Book Drop discussion: Stephen also asked why is the book drop so far from the door? Can we put it next to the walkway? Problem is that people have to cross lawn which can be icy or muddy. We will explore moving it closer to the actual walk. Metal plaque has been ordered that says Book Drop. Contacting Casella to pick up old tv and mini fridge. Quote will be passed around for removal. Discussion on recycling parameters – when is there a free recycling pickup?

New Business:

- **Thank you gathering for volunteers?** Discussion it could be in lieu of maple syrup. Discussion on traditional gift to volunteers of maple syrup. We did not do that this year. May do something different this year. Possible volunteer appreciation dinner/barbecue Hawaiian luau theme discussed as an alternative to maple syrup. Trustees generally thought this would be a nice way to honor our volunteers in a different way. Maybe give birthday swag as we are designing new goodies for the library anniversary celebration this year.

- **No Strings.** Good turnout. 50ish attendance. Discussion on moving the date to not compete with Granville tree lighting as turnout may have been driven by cancelation of the tree lighting – and try perhaps a Saturday.
- **Discussion of town report.** Erica will submit the report to the town tomorrow for the annual report.
- **Executive session to discuss personnel matters called by Erica Sarah seconded. Motion carried.** After executive session, raise for Stephen to \$20 per hour raise for summer program workers 10%)
- **Discussed contracting 2 hours per month with bookkeeper experienced in QuickBooks online.** Jean motioned Anniken seconded. No further discussion. Motion carried. Erica will find service provider.
- **Proposed 2024 budget discussion.** Discussion of possible projects for the library and established a committee, with trustees being mindful that this year is an important library anniversary. Sarah and Jean will report back with suggested projects. Stephen will attend those meetings. Call for budget approval as drafted with minor corrections to final figures based on executive session outcome above. Jean motioned Sarah seconded. No further discussion. Motion carried.
- Thank you notes have been sent for all received donations, including those that donated online.

Adjourn pm 9:00 by Judy Zinn.

Next meeting – February 19, 2024

Submitted by Anniken Davenport