

## Minutes

**Call to Order:** at 7:06pm. Those present were Ann Rogers Lane, Sally Healy Frank, Mary Jane Stoltz, Rebecca Keough, Michael Osier, Nikki Lund, and Jessica Winum. Not in attendance: Lisa Moore.

**President's Comments:** Ann was pleased to be able to attend via Zoom.

**Secretary's Report:** April Meeting Minutes, with amendments, were approved by all with a change.

### **Director's Monthly Report & Statistics (Jessica Winum):**

Jessica presented her report. Book ordering is being done by Kim now. They are ordering items that the patrons like according to their comments on local social media. Libraries are more than just 'libraries with books' now. They are community meeting centers with e-books, DVDs, etc.

The library does not offer help with tax preparation but in December we could market the fact that we have all forms available.

No-one has been to Storytime lately and Ann suggested that we suspend Storytime and stick with summer reading for the next few months.

Lego Builders changed its name in the hope to draw in more people, however it did not work.

There is a need to develop programs for the 45+ age group however Michael feels that the readership will drop in future years if we just concentrate on the 45+ group.

Jessica also has a goal to increase the number of Facebook postings and change the type of content. She suggested that the board members visit the website and see the new calendar link. She mentioned that all other libraries can see our events and use search functions to find events.

Cayt is off for the month of May and it would seem that things are going well so far.

Jessica will be taking vacation from 26-30 May.

Ann talked about the personnel policy regarding staffing numbers. It seems there is plenty of leeway for the director to adjust the staffing numbers however, it is suggested that the verbiage is changed at the June meeting. Mary Jane proposed suspending IP-2 5.3 until next meeting – this was approved with one abstention.

Jessica said she had looked in the firebox and will email the list of contents to the board.

## **Committee Reports**

### **Finance Committee: Mary Jane Stoltz**

#### **Budget vs Actual review**

Mary Jane advised that the budget was all good and the financial reports were passed unanimously. It was agreed that several board members would drop in and sign off on the bills for May, and April.

### **Buildings and Grounds**

We are looking for some volunteers to help with landscaping – a community day on 21<sup>st</sup> May was suggested.

The sheds need new roofs however Ann advised that this will have to wait until next year because of funding.

### **Bristol Day Committee – Mary Jane Stoltz**

We will need chairs and a cash box for the event.

Jessica found the tent and it is in good shape. However, the grill is not good, in fact it is a fire hazard. Mimi had apparently hinted that she may be willing to buy a new grill` will check if the grill is usable when she moves the books for the sale later this week.

It needs to be decided who is buying food and how much food to purchase. There was also discussion regarding signage. Mary Jane and Ann will discuss all and Rebecca will help. Nikki stated that she has a BJs card if needed.

### **Ballot Funding Committee – chair TBD**

This was tabled again, now until June. Please review the following if you have not already done so. <https://www.nysl.nysed.gov/libdev/libs/pldtools/guide/h-inbyin.htm>

### **Grant Committee: Rebecca Keough**

Rebecca reported that she is still waiting to hear from the Causewave contact to set up a meeting with her team to discuss our interests.

NY State Digital Inclusion Grant is opening up soon. The minimum grant is for \$50,000. Jessica advises that the grant information is very complex and this might not be suitable for Bristol Library, however she will gather more information. Perhaps a Finger Lakes Coalition.

### **Operations Committee:** no report

### **Policy Committee: Mary Jane Stolz/Michael Osier:**

Disruption Recovery Manual was approved with one abstention.

Jessica made an inventory of the fire safe box in the office and will send the directors a list of the contents.

**Board Communications Committee: Sally Healy Frank:** no report.

**Fundraising Committee - Chair TBD**

Discussion of the various fundraisers for this year.

Book Sale on April 16<sup>th</sup> \$371.07 was briefly discussed and seemed to have gone well. A total of \$371.07 was raised.

**Old Business:** *Business not covered in Committee Reports*

**New Business:**

The meeting was adjourned at 8:20pm.

**Next Board Meeting: Tuesday, June 14th, 2022, at 7 p.m**