
Vernon Public Library Board Meeting Agenda

Call To Order

January 10, 2024 @ 6:02 pm Lori 1st Amy 2nd

Attendees

Amanda Moyer-Director Lori Klopfer- President Kaylee Sierson-Vice-President
Amy Lince-Secretary Jessica Yerdon-Trustee Melanie Catello-Trustee
Cheryl Jacobsen-Community Member

Absent

Heather Lessels-Treasurer

Previous Meeting Minutes

December minutes were approved. Melanie 1st Lori 2nd

Treasurer's Report

The checking account and balance sheet as of 12/31/23, and the Profit & Loss Budget vs Actual for January through December 2023 were presented and reviewed. The NYSIF(The New York State Insurance Fund) cost to the library is \$2300.00. There is a County library fund that is granted quarterly in the amount of \$782.00. We have agreed to not request funds from the investments for another month. Effective this Board Meeting and to commence in February, the reports to be printed and presented at monthly board meetings will be the bank and investment statements.

Director's Report

Attendance- 12/13 to 01/10, 112 adults; 30 kids. Program attendance, 25.

Money spent- 12/13-01/10 There was no money spent on books, DVDs, or the building. The library purchased \$59.53 in supplies.

The library received three boxes of adult fiction books from a library patron.

We are looking for tissues, ziploc sandwich bags, and balloons for our upcoming craft events in February.

The library received money from book sales(\$10.50), DVD sales(\$10.00), book box sales(\$210.00), the Grinch Jar(\$100.00), and the basket raffle(\$87.00).

We reviewed the December Mid-York Director's Report, which included the library's circulation numbers. The report provided information on resident, non-resident, and new borrowers added to the system, the ILL(Interlibrary Loan) that includes the total materials received from and provided to another library, and a bar graph of the adult books, juvenile books, YA books, video, and audio circulated from

December 2022 to December 2023. The library's impact on Mid-York will be included in the Director's Report.

Fundraising Committee

The committee discussed the Christmas party.

Upcoming Fundraiser Ideas-

Seek local businesses to donate baskets for basket raffles to be held bi-monthly.

Book sale during February school vacation break to run from 02/17-02/24, to include a \$5.00 bag sale all week.

There was discussion about inviting WIC, and PTSO programs to book sale events, with a specific mention to invite the FFA on 02/17.

Flea market event to be held in August at the Utica-Rome Speedway in Vernon to include popcorn, bake sale, fire department trucks, and 20 booths with a \$25.00 per space fee.

Non-Fundraising Ideas-

A junk drawer clean out day, for example, craft supplies, during school vacation break in April.

National Special Day events, for example, the first Saturday in February is Ice Cream for Breakfast Day.

Public Comment

There was a request from a Board member to provide documentation of the library's Charter and By-Laws.

Unfinished Business

501c3 Updates

Wanda Bruchis from Mid York is currently working with a CPA, (certified public accountant), on the process for our filing of our 501c3. We are awaiting word from the I.R.S.

259 Vote Updates

Kaylee Sierson, Vice-President and liaison for the library and the school district received an email request from Mark Wixson, Assistant Superintendent for Finance and Operations for the VVS School District, to provide the library's charter in order to proceed with steps to acquire a spot on the VVS school ballot.

New Business

2024 Officer and Trustee

Effective this Board Meeting, Heather Lessels has resigned as Treasurer. There was a motion for Board Trustee Melanie Catello to be appointed as Treasurer. Jessica 1st Amy 2nd
The Treasurer duties will be divided as follows; Melanie Catello will maintain the bookkeeping, and Jessica Yerdon, Board Trustee and Lori Klopfer, President will share the responsibility in paying the bills.

Notes

Heather Lessels needs to be removed from the checking account.
The new Trustee Handbooks were provided at the Board Meeting.
The library reports will be emailed a week in advance of monthly board meetings and will be posted on the library's website.

Confirmations Library Revamp

Rob Sporing from Mid-York was at the library on 01/08 and discussed with Lori Klopfer, President, the importance of and how to make the library as community driven as possible.
The library could set up an app open to community members to rent library spaces for tutoring, meetings, and paint classes.
The library has the potential space to provide three community rooms.
We discussed the option of a downstairs tutoring room to include reference materials, workspace, whiteboard, two seats, and a door. We also discussed an upstairs community room to offer meetings, yoga, and paint classes.
We would have a much better chance in the 259 vote if the library community spaces are in place before the 259 vote.
Additionally, there was a rework for tech training provided to Amanda Moyer, Director.

Adjournment

The next Board Meeting will be February 15th at 6 pm
The meeting closed at 6:57 pm Jessica 1st Lori 2nd