

FRIENDSHIP FREE LIBRARY
MONTHLY BOARD MEETING MINUTES
April 12, 2022

Attendance: Sue Strickley, Kay Middaugh, Dee Wolf, Carey Brown(arrived late), Nicole Pepe

Meeting called to order at 6:06 pm.

Guests: Jillian Pleakis, Morgan Stanley

Guest Speaker, Jillian Pleakis, explained the market and how it's overall down, but that it should eventually go back up. If funds are necessary for Library projects, repairs to the building etc; then we should access those funds from whatever accounts are down the least. Jillian would recommend a (4%) spending policy annually or "as necessary" and will put together some figures for us.

Minutes: Motion to approve March 2022 minutes made by Sue 2nd by Kay. Approved by the board Unanimous vote.

Budget Report: The Baldwin report was reviewed by the board.

Financial update: Per Sue Checking \$12,174.26 and Savings \$57,141.56 as of 4/12/22. She states that we are routinely transferring \$5000.00 per month for expenses.

****Directors Report:**

Per Nicole: Numbers are up from last month with circulated items going up quite a bit. Nicole mentions that Craft projects are going well at senior apartments, but that Tyira is making the drops in her personal vehicle and wonders if we can reimburse her @ mileage rate of .585 per mile for 1.5 miles each month. Board suggests giving Tyira a one time payment from petty cash yearly as the amount is less than \$11.00

In the process of figuring out mileage to submit, Nicole discovered that NY State has changed its 2022 rate to .585 cents per mile. Carey made a motion to raise the mileage rate of .535 that was voted in for 2022 to the current .585. Dell 2nd. Approved by the board with a unanimous vote.

Nicole and Sue bring up that FFL has completed the grant process for the Makers Lab Grant originally obtained by Paul Braun and after we check into whether or not the Poster Printer is worth selling, we will notify Friendship Central School that FFL is discontinuing the library's association with the Makers Lab Project.

Building repairs and maintenance: Dell measured the roof over the sign and with the cost of wood it would be exorbitant to replace the cedar shake on top, therefore he will get prices of other options such as metal or shingles. Dell states that the interior window locks on all library windows are missing and should be replaced. Also the windows and the front of the library should be scraped and painted. With all of the water drainage issues Nicole has noticed more bugs in the library, so she would like to look into some type of pest control.

Sue would like to have the library sign up for a yearly maintenance program with Nick Shembetta Plumbing. It covers yearly maintenance of the HVAC and heat system and also a discount on any other plumbing we need; the cost is \$352.63. Carey makes a motion to sign up for yearly plumbing maintenance. Kay 2nd. Approved by the board with a unanimous vote.

Nicole made a graphic of our annual report for the community. She will print it out and have it at the front desk and post it online to our social media.

Nicole finalized the Pomeroy National Register Signage grant. She received the check on April 2, 2022. Nicole sent out the form to the signage company and they will deliver it in 8-12 weeks. She would like for us to plan a date to celebrate the sign and will notify the Pomeroy Foundation of the date.

Nicole applied to the Allegany County Area Foundation for a subscription box program grant. FFL was awarded \$250.00; she will begin this program in May and run through the end of the year.

New Business points: The historical items should be moved out of the dungeon and into the music room. We should review our bylaws as we are reviewing our policies and long-range plan this year. Michelle Baker is once again doing the community parade in July. Board members should reach out and see how they can help.

An application was sent to the Genesee Valley Rural Revitalization Grant to update our downstairs bathroom to be ADA compliant and update our the auditorium ramp.

Carey made a motion to adjourn the March monthly meeting. Kay 2nd. Approved by the board with a unanimous vote

A performance evaluation was done for Nicole and per Sue; for the limited amount of time Nicole has been with FFL she has done very well overall. We should discuss a directors contract at the next meeting and an increase in pay for Nicole.

Nicole states that she would like a \$3.00 per hour increase. The board states they would need to discuss and negotiate the amount of increase and vote on it at the next meeting.

Motion to adjourn made by Carey. 2nd by Dell. Approved by the board with a unanimous vote.

Adjourned: 7:51pm

****Most Old and New business was included in the Directors' report****