

FRIENDSHIP FREE LIBRARY
MONTHLY BOARD MEETING MINUTES

May 12, 2026

Attendance: Dee Wolf, Kay Middaugh, Michelle Baker, Sarah Trumpp (Director)

The meeting was called to order at 6:08 pm.

Guests: None

Minutes: Motion to approve February minutes made by Dee. Second by Michelle. Approved by the board with a unanimous vote.

Budget Report: The Baldwin Report was not reviewed by the board.

Financial Report: Per Dee Checking \$3,033.80, Savings \$87,643.18, and Debit Card \$770.68.

Library Report: The total number of visitors in February was 418, March was 432, and April was 520. The total circulation in February was 551, March was 666, and April was 682.

Director's Report:

a. February

Literacy West brought groups of kids to visit the library and use the Maker Space on February 18th.

A Girl Scouts of America representative came for story time on February 21st and 5 people attended.

Sarah visited the local Head Start for a literacy program on February 25th, but unfortunately, no one came. The staff there stated they also struggle to get families to participate in after school activities.

b. March

A grant for 15 yoga blocks/mats was received.

STLS coordinated a large grant for rural libraries in Allegany County for youth recreation activities and youth sports. We will be receiving \$3,813.31 for an outdoor recreation library. Some of the items we will be able to supply include bounce houses, pickleball sets, and cornhole.

A young library patron rented the community room for his birthday party. His mother donated \$80 to the library.

c. April

Literacy West lost funding for high school after school programming. Sarah is working with them to bring their EA sports league to the library during the week. Sarah coordinated with the school for the Easter Egg Hunt, and there were over 110 attendees. Now we have an Easter Bunny costume, too.

Sarah received an invitation from IMLS to attend a Library Convening in Washington, DC from June 10th-12th. All expenses are paid, they prepaid for air fare, hotel room, and will reimburse for food and other expenses.

We received a bid from Sunrise Enterprise, who installed the second round construction windows for \$4,875. This bid is to complete the installation from the first round construction windows. A motion was made by Michelle and seconded by Dee. Approved by the Board with a unanimous vote.

Other Business as Needed:

Executive Session: Michelle, Dee, and Kay entered into executive session at 7:00 pm.

Employee performance reviews were discussed, and the Board approved a \$1.00 per hour increase for the Director and a 50-cent per hour increase for the Library Clerk. As reviews were missed at the end of February, this pay increase will be retroactive to March 1, 2026

Executive session adjourned at 7:13 pm.

Adjourn Meeting: Michelle makes a motion to adjourn the meeting. Second by Dee. Approved by the board with a unanimous vote. The meeting adjourned at 7:14 pm.