Dr Sandor and Berthe Benedek Memorial Library Board of Trustees Meeting #5

May 22, 2024

Members Present: Susan Goodrich, Tim Allard, Mary Finch, Roxanna Miller, President Bill Fiske, Director Candy Wilson.

No absentees; no public in attendance

Bill opened the meeting at 12:05 pm. After all reviewed the agenda Bill moved to accept. Tim seconded. Motion accepted.

The minutes of the April 23, 2024 meeting were read and corrected. Bill moved to accept the minutes. Tim seconded. Motion accepted.

Treasurer’s Report

1. Balance sheets (statements of the library’s financial position) were reviewed:
   1. As of April 30, 2024
   2. As of May 25, 2024
2. The operating budget was examined and discussed. Susan moved to accept the reports. Mary seconded. Reports accepted.
3. We reviewed the library tax return form 990. Sources of income and expenses were rechecked. Bill moved to accept the completed 990 form; Mary seconded. Accepted.
4. The STLS document “Fiber Internet for STLS Libraries” The price of this contract is increasing by $20 to $100.0/month, to be paid quarterly. (STLS absorbs some to the regular $250.00/per month fee as part of the E-rate program. Bill signed this agreement for billing by STLS for our internet service.
5. The Board discussed CD interest rates for the library’s accounts at the bank. Candy will call to see if and automatic renewal of the 13 months rate will maintain the current 4.3% rate of interest.

Old Business

1. Friend’s Group
   1. Current income for the membership is $610.00.
   2. Review of the Memorial Day BBQ:
      1. We sold 150 dinners even with the rain.
      2. Locating the serving site on the porch and in the entry corridor worked very will.
      3. Total profit will be around $450.00.
      4. We recommend ordering the same number (150) of dinners next year and using the same serving site as this year, regardless of weather.
   3. Community Events
      1. Spring Event was successful
      2. This year’s music event will be on July 14, 2024, on the back lawn of the library and will feature WOJO (Jim Anderson’s Band, still need a rain date).
2. MHJMH Update
   1. Local history work with materials is on going.
   2. We are working on the grant paperwork needed to apply for a construction grant to assist in payment for the 13,00+ to put in needed heating and cooling for appropriate storage and use conditions for the local history materials. A grant of 50% of the total cost will leave the library responsible for supplying a $6,000 of the total cost.
   3. The schedule for the entire grant application timeline listed on the attached copy.
   4. The library facility plan goes over a 3 year period:
      1. Year 1 – completing the HVAC plan for the MHJMH
      2. Year 2. Begin planning an addition to the library building itself.
         1. Permanent local history section
         2. Expanded space to house the entire library collection
      3. Year 3 - continue planning, developing and fundraising

New Business

1. Sprague Insurance Workman’s Comprehensive Insurance
   1. Questions about the level of coverage we need
   2. Projections for salaries need to be increase to reflect total coverage fees. Will increase the upfront fees, but decrease the audited fees.
2. Work we need to do for outside maintenance
   1. E.g. painting the front side of the library including the scraping of old paint.
3. Summer Reading Plus program
   1. Planning is ongoing
   2. Candy is still accepting and seeking business donations for raffle prizes, materials for programming and donations to fund programming.

Bill moved to adjourn this meeting at 1:40 pm. Mary seconded. Meeting adjourned.

The date of June 25, 2024 at 12:00 pm for our next meeting. Tim is unsure of his availability.

Respectfully submitted,

Roxanna E. Miller