

CANAL FULTON PUBLIC LIBRARY
 BOARD OF TRUSTEES MEETING MINUTES
 SEPTEMBER 13 , 2023

Trustees Present Tim Feaser, Bud Graham, Bob Richmond, Michelle Studer, James Westbrooks, and Linda Zahirsky. Absent: Matt Moellendick

Others in Attendance Director Cathy Morgan and Fiscal Officer Debbie Kerr

Bob Richmond, Board President, called the meeting to order at 7:00 P.M.

Cathy introduced Teresa (Terry) Tocchi, our new Information Services Programming & Community Relations Specialist II.

Approve Minutes Linda moved to approve the August 9, 2023 minutes, second by James, all yes motion carried.

Fiscal Officer Reports Linda moved to approve the August 2023 Bank Reconciliation, second by Michelle, all yes motion carried.

Linda moved to accept the financial reports for the period ending August 31, 2023, second by James, all yes motion carried.

Bills Linda moved to approve the list of bills in the amount of \$170,375.18 second by Michelle, all yes motion carried.

Line Item Transfers Michelle moved to approve the line item transfer totaling \$1,225 as listed below, second by Linda, all yes motion carried:

| TRANSFER AMOUNT \$ | FUND | FROM CODE | FROM CODE DESCRIPTION | | TO CODE | TO CODE DE- SCRIPTION | REASON |
|--------------------|---------|-------------------|-----------------------|--|-------------------|--------------------------|------------------|
| \$1,225 | General | 1000-230-590-0000 | Other-Other | | 1000-210-333-0000 | Security services | Security upgrade |

2024 Alternative County Tax Budget Debbie advised that a letter was received from the Northwest Local School District advising that the Board of Education approved the Library's 2024 Alternative Tax Budget at its regular meeting on August 28, 2023.

Director's Report (Attached)

Cathy distributed copies of the September newsletter and a brochure recently updated and printed, "A History of Canal Fultori".

Friends of the Library The next FOL meeting will be on September 18 at 5:45 pm.

Human Resources The search for the 26-hour part-time Circulation position is still underway. As of 9/13, we have 29 applicants. Teresa (Terry) Tocchi started on 9/11/23 as our new Programming and Community Relations Specialist II for the Information Dept.

Items included in the Director's Report:

- Social Media Contacts, Hoopla, Overdrive, Stark Imagination Library, Circulation, Patron, Program and departmental monthly statistics for August;
- CFPL Strategic Plan chart.

Committee Reports

Building & Grounds Bud advised that the exterior painting of the building date is estimated to be 9/26/23 and a "high-lift" will be on-site. It may be possible to have a handicap restroom on both floors near the new platform lift since the children's dept. sewer line is 8.5'. The cost of a new sewer line is approx. \$9500.

New Business Bob Richmond's term expires 12/31/23; he has been on the Board since January of 1998. James moved to reappoint Bob Richmond to another 7-year term, second by Michelle, all yes motion carried.

Unfinished Business None

Next meeting The next meeting will be held on October 11, 2023, at 7:00 PM.

Michelle moved to adjourn, second by Bud, all yes motion carried.

James Westbrooks, Secretary

Robert Richmond, President