

CANAL FULTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES  
DECEMBER 11, 2024

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.

Approve Minutes Linda moved to approve the November 13, 2024 minutes, second by Michelle, all yes motion carried.

Fiscal Officer Reports James moved to approve the November 2024 Bank Reconciliation, second by Bud, all yes motion carried.

Linda moved to accept the financial reports for the period ending November 30, 2024, second by Michelle, all yes motion carried.

Bills Michelle moved to approve the list of bills in the amount of \$101,840.50, second by Bud, all yes motion carried.

2025 Budget/Appropriations Debbie provided to the Board a list of estimated 2025 revenue and appropriations. The 2025 total appropriations are \$1,988,985.83 and cannot exceed \$2,255,761.88, which is the total of the estimated 12/31/24 carryover plus the estimated 2025 revenues. Debbie explained that there is a 3.6% decrease from the 2024 operational expenses budget. James moved to approve the 2025 appropriations of \$1,988,985.83 per the list attached, second by Bud, all yes motion carried.

Director's Report (Attached)

Friends of the Library The next FOL meeting is 12/16/24. They advised that the fund balance is \$7,167.54 and confirmed that their 501c3 status is in good standing. A copy of a letter to the Board members regarding the new endowment fund is included in the Director's Report packet. As of 12/11/24, over 1,400 basket raffle tickets have been sold. The basket raffle winning tickets will be pulled at their regular meeting on 12/16/24.

Items included in the Director's Report:

- Social Media contacts, Hoopla, Overdrive, Stark Imagination Library, Circulation, Collection, Patron, Program and departmental monthly statistics for November;
- OLC News, which includes updates for December PLF amounts;
- A copy of the CFPL Strategic Plan.

## Committee Reports

Personnel & Compensation The Board discussed how the annual jump on the wage chart is additional to the raises. The committee will look at the wage charts in June.

## New Business

- 2025 Committees - the Board reviewed the 2024 committee list and discussed whether or not some of these committees could be combined, since normally only 2 committees are active (buildings & grounds and personnel).
- 2025 Annual Board Meetings - Michelle moved to approve the current Board meeting schedule as the 2<sup>nd</sup> Wednesday of the month, second by Linda, all yes motion carried.
- COVID Leave (special sick pay) ends 12/11/24 – the Board decided that this can be addressed later on if needed.

Unfinished Business None

Next meeting The next meeting will be held on January 8, 2025, at 7:00 PM.

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

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James Westbrooks, Secretary

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Robert Richmond, President