



**Montour Falls Memorial Library Board of Trustees
Meeting Minutes**

Meeting held Wednesday October 23, 2024

Trustees present: Noah Bump, Bruce Boughton, Sam Sharma, Elaine Dalrymple, Phil Cherry

Others Present: Jess Westlake

Trustees absent: Jen Fisher

The meeting was called to order by Noah at 3:01 PM.

Minutes – Minutes from the September 2024 meeting were reviewed and approved. Motion: Elaine ; 2nd: Phil. Motion passed unanimously.

Public Expression – None present.

Treasurer's Report – Bruce explained the monthly financial report to the group. There was some discussion about payroll fees and taxes and the treasurer's report was then approved unanimously after a motion to approve was offered by Noah and seconded by Sam. Jess and Bruce then suggested we properly reflect the purchase of our new vacuum (approximately \$500 in value) in the current budget. After some discussion, Phil motioned to move \$500 from Collections line 6100 to Cleaning line 6325.01. The motion was seconded by Noah and passed unanimously.

The group then discussed the three options for our action on the tax hike issue. 1. Ask for no increase, 2. A 3.5% increase or 3. A 10% increase. It was noted that due to mathematical calculations known to STLS, the actual increase is something less than the stated values. The group then struggled with what request to make. The group felt that a 10% request was justifiable, as costs continue to rise, and our plan is to funnel the new money into new staff and longer hours open to the public. Elaine motioned to propose Option #3, Noah provided a 2nd. Motion was approved unanimously.

The group then discussed the 2025 budget. After some discussion, Elaine motioned to provisionally accept the 2025 budget as shown in the 2025 budget worksheet handout, column D, reflecting the proposed 10% increase in revenues, pending resolution of the tax question in May 2025. Noah provided a second and the motion passed unanimously

President's Report – Jen was absent.

Committee Reports

- Buildings and Grounds – Did not meet.
- Finance – Met earlier last week to discuss the budget. A new meeting needs to be scheduled.
- Fundraising/Grants/Community Relations – Did not meet, however Noah has had several discussions with Jess about fundraising efforts as follows:
 - The letter campaign is almost ready. Jess hopes to have it out ASAP.
 - FLX Gives is 11/14&15. It's a good opportunity to raise funds. The group discussed specific projects (HVAC, Climate?) that we could advertise as being funded through FLX Gives – or some other needed task/thing.
 - Noah felt a new meeting should be called.

- Historical Records and Artifacts - Did not meet.
- Personnel/Nominating/Policies – Did not Meet.

Director's Report –

Jess reviewed her report with the Board noting:

- The library has received the support letter from the Village Panning commission for our HVAC work. Halco has advised us that we need to empty the basement for the work to commence. Jess has lined up the Boy Scouts to help, however finding a storage space for what may amount to perhaps a month may be difficult. Bruce offered to see if he could find a solution or perhaps, we'll need to rent some sort of container.
- The Harvest festival book sale net \$902 for the day and the attendance in the library during the festival was stupendous.
- The three policies (FOIL, Capital Fund and Materials Challenge policies) shared last month are still under consideration and Jess asked for any changes ASAP.
- Jess noted that there is still a great need for human services in the village, particularly for the homeless, at-risk youth and seniors needing support.
- Jess is working to schedule a volunteer Thank you party. Bruce suggested combining it with a trustee/employees event.
- Jess pointed out the [NOVELny](#) database of legal forms and suggested we all take a look. Very cool.

Adjournment – Motion made by Elaine. 2nd by phil. The motion passed unanimously at 4:20 PM.

Next Meeting – Wednesday, November 20, 2024, at 3:00 PM.

REMINDER - November's meeting date was moved to 11/20/24 due to the Thanksgiving Holiday and the December meeting was moved to 12/11/24 due to Christmas.

Minutes respectfully submitted by Phil Cherry