

## **Library Board of Trustees Meeting – 11/14/24**

Present at the meeting: Crista Billowitch, Rachel Robinson, Veronica Laroche, Crystal Becker, Jane Yagerhofer, Dan Belletti

Called to order at 6:33 pm.

Motion to approve the October minutes made by Jane. Second by Crista.

- New Business
  - Capital Planning - Jonathan
    - Discussion of emergency reserve
    - Discussion of money market
  - Library Holiday Party
    - Dips
  - December Library meeting
    - Pizza and meeting
- Director of Library
  - Grants
    - FCC Cybersecurity Pilot Program is submitted
    - Keystone Savings Foundation - will be submitted tomorrow
    - Costco Wholesale Grants - rolling applications (Wonderbooks).
    - Waste Management - rolling applications (Playaways).
    - Martin Guitar Charitable Foundation Grant - due 8/31/25. Focus on Arts & Culture (possible Ukulele kits - instrument, book, tuner).
      - Policies: look at Coplay's
  - Fundraising
    - Envelope Wall
      - Begins on Small Business Saturday, 11/30/24
      - Both physically in the library and digitally on the library's website
  - Outreach
    - Sarah is speaking at Creekside on Monday, Visiting Sacred Heart again, etc...
- Director of Operations
  - Staff
    - Staff reviews will be conducted next month
  - Financial: Basket Social
    - 147 named donors (not including anonymous donations)
    - \$975.00 cash
    - 341 prizes
    - Made a total of \$1,535 (\$30.00 less than last year)
  - Building/Grounds
    - Nothing new to report
  - Technology
    - Met with Integra about services and assistance with the Cybersecurity pilot program.
    - Exploring Category 1 Erate and Category 2 Erate (covers hardware and services).
  - Friends
    - Sip and Shop is scheduled for 12/6/24. Tickets are \$8 for the presale and \$10 at the door.
    - Another Hygge basket desk raffle. The winner will be drawn 2/13/24.
    - Lottery Fundraiser scheduled for February.
    - Next meeting is Tuesday 11/19/24.

- Unfinished Business
  - none
- New Business
  - Jane Y. and Dan B. terms are up in December
  - Can we get pens?
  
- Motion to end the meeting at 7:32 pm made by Jane . Second by Crista.