

The meeting of the Clymer French Creek Free Library was held on Sept 16 , 2024 at the Library.

The following Trustees were present: Tracey Eliason, Sonya Shampoe, Jeanne Humes. Kelly Halvonik, Linda Heslink, Claudia Bemis. Absent were: Geary TeWinkle and Tara Hoytink. Esther Nickerson was excused. The meeting was called to order by our President, Tracey Eliason and Linda Heslink led the Pledge of Allegiance.

The Secretary's report was not read as previously emailed to all Board members.

The Treasurer's report was distributed. The balances are as follows: Checking Account \$ 7478.43, Savings Account \$ 14,331.20 Cash on hand \$ 100.00 Kolstee Estate Fund \$ 112,419.52 (as of 06/30/2024) Treasurer's report attached. Motion to accept report by Linda Heslink and seconded by Sonya Shampoe. Carried.

No Director's report was available.

There were no committee reports to accept.

We were pleased to have attending our meeting, Janice Dekoff, Executive Director of the Chaut/Catt Library system. Jan offered her assistance to us in areas in regard to securing a new Library Director for our library. She did note that a temporary variance has been applied for to allow Vanessa to apply for the Director position if she is enrolled in a additional college credits. Vanessa currently has 18 mos of credits and she will have to officially apply for the position. Jeanne will relay this information directly to Vanessa this week. Jan also expressed that several reports can be run in the system to assist in "weeding" of uncirculated materials in our library. The Chaut/Catt Library system will provide the necessary training for a new Library Director.

Also in attendance for a portion of the meeting was Becky Schenk, our Financial officer, who answered several questions regarding payroll, magazine subscriptions, and handling of monies in the library.

**Old Business:** A motion was made by Claudia Bemis and seconded by Linda Heslink to accept the resignation of Library Director, Darlene Redlecki, after six years of service. Carried. We thank Darlene for her devotion and commitment to the Clymer French Creek Free Library. Jeanne will send an email to Jan at the library system to distribute to neighboring libraries in the system regarding our open Library Director position. The deadline for applications will be October 1, 2024. An Interview Team of Tracey Eliason, Tara Hoytink, and Kelly Halvonik have been assigned to conduct the intial interviews of the applicants and report to the Board of Trustees. The alternates for interviewing will be Sonya Shampoe and Claudia Bemis. This Team will have three members at each interview. The letters for funding requests to both the Town of Clymer and the Town of French Creek need to be sent in the very near future. It was suggested that we ask Clymer for \$ 13,000 and French Creek for \$9500. Tracey and Kelly will construct those letters and send to respective town boards. The Mum Sale will end on Sept 21st. Our sale was not quite as productive as last year. The Finance/Fund Raising will need to return the unsold tickets to Munsee's along will paying for what mums were purchased. The French Creek Christian Home School Group has requested coming to the library for proگرامing once a month. A motion was

made by Tracey Eliason and seconded by Kelly Halvonik that they come on Wednesday at 9 am and we would authorize Vanessa to come in for that program to add one hour to her payroll once monthly. Carried.

**New Business:** It was noted that a \$ 500 marketing grant was awarded to us and we should check with LJ at the Chaut/Catt System to see what exactly was included in that. We have to be sure that those designated monies were dispersed within one year. Most of our books were usually ordered thru Amazon and we want to be sure those deliveries were received. It was suggested that email and Amazon orders should be able to be accessed by the library computer. A recent increase to our internet bill was received and it should be noted that 90% of our internet cost is covered by Federal Enet. The current rate \$60 a month is locked in for five years and negotiated by the Chaut/Catt Library System.

Our next meeting will be **Thurs, Nov 14th at 6:30 pm** at the library. **Please note we changed the day of the week for our meeting due to holiday schedule.**

Motion to adjourn by Tracey Eliason and seconded by Linda Heslink. Carried. Meeting adjourned.

Respectfully submitted,

Jeanne Humes, Secretary