

**Julia L. Butterfield Library Board of Trustees Meeting
April 17, 2024**

Meeting called to order by Board President, Judy Meyer, at 6:36PM

ATTENDANCE

Board President: Judy Meyer

Vice President: Marjorie Gage

Treasurer: Catherine Platt

Trustees: Dennis Gagnon, Deb Dichter, Candy Zgolinski, Heidi Wendel

Johanna Reinhardt, Director

Frederico Rodriquez, Wells Fargo Advisors

PREVIOUS MINUTES:

Dennis proposed acceptance of February and March minutes; all trustees voted in favor.

FINANCIALS & ADVISORY ACCOUNT:

Frederico Rodriguez, from Wells Fargo Advisors, reported that the market is taking a break and the pause is normal. The Library's portfolio is more bonds than stocks.

He suggested that \$7000 in cash be put back in the Fidelity Fund (currently at a high interest rate, @ 5%) and all agreed. This fund can be easily accessed if cash is needed.

Motion to approve checks made by Marjorie. All in favor.

Catherine asked for clarification regarding the payments to Habitat Revival; payments are for snow removal (as needed) and lawn care (mowing, raking, mulching, etc.) and invoiced monthly.

Discussion of paving the parking lot vs. gravel; current consensus is that gravel is easier to maintain and helps with the water run-off issue.

Dennis inquired about programming costs related to the eclipse. The library received eclipse glasses through a grant and also received funds from the Putnam County Library Association for eclipse programming. Discarded eclipse glasses can be returned to the library and will be delivered to Understory Market who will send them to Astronomers Without Borders.

Marjorie asked for clarification on the balance in the M&T bank account. Some funds will need to be used for the new carpet on the lower level, as well as repairs due.

FEMA will be providing funds for the lower-level remediation. FEMA covers 75% of the project; the state and the library each contribute 12.5%.

Discussion of how much we want to keep in checking account; all to make suggestions at next meeting. Once identified it will allow Johanna to move money back and forth depending where the interest rate is best. Johanna to look into this and come up with a figure. Fred suggested this is a better way to use this money. All trustees in favor.

FACILITIES

Roof estimate from Monteleone Contracting discussed.

Dennis is waiting for masonry estimates for chimney repair and gutter work, as well as from other roofers.

Conference room cabinetry to be installed. Date to come for installation of sink and counter.

Lower-level storm damage/mold remediation project started. Repairs and mitigation efforts will be undertaken to minimize future issues.

CARPET

New carpet has been ordered for lower level. Installation date is forthcoming.

DANA LEVENBERG GRANT

We received the \$15,000 grant from Dana Levenberg for a book bike, which will include signage, safety shirts for “drivers”, and more. Fall completion projected.

There is an additional \$125,000 grant in the pipeline, the funds previously promised by former Assemblywoman Sandy Galef, to use for accessibility and energy efficiency upgrades.

LONG-RANGE FACILITIES PLAN

Board members will provide input on the library’s needs based on current form. Past data used to compile the form will be reviewed.

FUNDRAISING

It was briefly discussed if it is feasible to have both a picnic and a more formal gala. Once committee is formed discussion will continue.

TRUSTEES

Heidi Wendel was voted in as a new trustee.

Marjorie Gage has resigned from the board. We thank her for all the work she has done over the years. Her last official meeting will be June 26.

BOOK SALE

Friends of JBL are having their book sale April 24-May 12.

The current Friends President is Julisa Tomizawa. It was suggested that the Friends have a liaison attend library board meetings, and vice versa. Further discussion is needed.

ADJOURNMENT at 7:59

Motion to adjourn by Catherine. Approved by all.

Next meeting is May 17, 2024 @ 6:30 PM.