

Belmont Literary and Historical Society Free Library Trustee Meeting

July 17, 2025, 3:30 pm

Present: Erica, Molly, Pat, Gene, Barb, Ash, Nichole (Remote)

Other Present:

Absent: Bobbi, Caroline

The meeting was called to order by President Molly Pike at 3:42

Secretary's Report

- Approval of June minutes Motion made by Molly, Seconded by Pat, Passed
- Correspondence: No known correspondence

Treasurer's Report

- Approval of June report
- Account Balances
 - Renovation Account
 - Previous Balance: \$17,701.13
 - Deposits/Credits:
 - Ending Balance:
 - General Account
 - Previous Balance: \$80,621.61
 - Deposits/Credits: \$31.00
 - Checks/Debits: \$6012.23
 - Ending Balance: \$74,640.38

Gene made a motion to accept the report, Ash seconded, motion passed

Director's Report

June Patron Count: 157 (4 New)

Items Added: 59

Items Discarded: 1843

Total Circs: 219

Holds Rec'd: 25

Holds Filled: 110

Computer Use: 7

Libby Checkout: 154

Kanopy: 0

Mango: 0

JobNow: 0

Wifi Usage: 150 session / 30 unique clients

Out of Sys Loans: Currently suspended

Erica mailed a letter to the Moogan Family Foundation asking for support in purchasing new computers, waiting for response.

Newsletter seems to be doing well with roughly a 35% open rate.

Talked to Brian about the budget and I'm including his edit suggestions for our endowment policy. Will discuss fully at the meeting but if we want to go over the tax cap for next year, it's not a difficult process. More reasonable process than previously understood to be. Brian is recommending a large increase again this year as we have not had a significant increase since 2017. I'll have some suggestions for the next meeting for the 2026 budget.

I did change the dates of the book sale slightly. It'll run from the end of July, through Amity Daze and we will be open that Saturday from 9am until 2pm. We need to discuss item prices. Molly proposes \$1.00 for hardcover, \$.50, \$5.00 for a bag of books. Do we want to fill out the Community Yard Sale listing? Yes, Molly is submitting.

Spectrum and STLS was in on June 27th and hooked up our fiber connection. Bill was erroneously sent to us, it was forwarded to Mandy at STLS and things should be resolved going forward. Paid to STLS quarterly.

Need to decide on a meeting date when everyone is available to have Brian come out for CE.

I am presenting at the Association for Rural and Small Libraries on September 18 so Erica will be absent from the September meeting. Erica will be reaching out to Brian to see if he can be present at that meeting. We should discuss travel time, meal reimbursements, etc.

Breakfast and lunch usually covered by convention. We will pay Erica's time worked, mileage to and from Buffalo airport, ride-share/cab from NM airport to convention center, \$20 per meal (dinner) not to include alcohol.

Toddler Story time is going well. We had 5 toddlers the first time and 4 the second time. The homesteading program only saw 2 of the 4 people that signed up, but I already have 4 signed up for July's program.

Erica seeks purchasing additional browsing bins using

Book heater for bed bug infestation prevention. \$229.

Christina is interested in training, Erica believes 10 hours should be enough to train Christina sufficiently, training to be paid. Erica will be available via phone call if concerns arise.

sam.gov under Curtis's name, forms need to be notarized and submitted to the federal government in order to have his name expunged and have Erica added to the account. Erica to work on process.

Endowment Fund Policy Clarification. We can use the endowment for computers/technology updates if the Moogan Foundation declines our request. Ash made a motion to accept proposed changes to endowment policy, Gene seconded, unanimous vote.

Old Business

- Balcony repair- Alva Robbins has worked on the project off-site over the fall and is currently working on the balcony now, repairs currently pending.
- Insurance increase
 - Molly and Barb working to get into communication with Sloan at Gallagher Insurance—inquire regarding Directors/Officers Insurance
- Directors/Officers insurance
- Crystal Clear Estimate for Window Cleaning Estimates

New Business

- Issue with upstairs air conditioner units. Erica will inquire with Tony Hilliard. Put us on a yearly maintenance schedule for HVAC
- Student at GV doing the Summer Youth Employment Program working very well.

Public Comment

Next Meeting - August 14, 2025 3:30pm

President Molly Pike adjourned the meeting at 5:00

Respectfully Submitted,

Ash Gardener