**Fort Hunter Free Library Board of Trustees**

**Monthly Board Meeting Agenda**

**February 13, 2023**

The regular monthly meeting of the Board of Trustees Fort Hunter Free Library was called to order at 6:27 pm by President Beverly Osborne. Members present were Ava Douglass, Barbara Lampkin, Sue Nacco, Beth Osborne, Beverly Osborne, Kara Travis. Guests Linda Dufel, Stacey Delaney, Glenda Eager, Lynn Otto, Letah Graf. Library Director, Judi Steiger.

**Secretary Report:**

The minutes for the Annual Meeting held on January 16, 2023 had been emailed to members prior to the meeting.

The minutes for the regular Board meeting held on January 16, 2023 were emailed to members prior to the meeting.

Motion to approve: Susan Nacco, Barb Lampkin.

Motion Carried.

**Treasurer’s Report:**

Treasurer’s Report was emailed prior to the meeting.

We received $137.00 from Hannaford from the community bag sales. We also received the latest installment of $5,000.00 from the Greater Amsterdam School District. Amazon is discontinuing the Amazon Smile charity donation program beginning in March. The yearly salary tax was paid. $5,000.00 was transferred into the Library Building Fund.

Library Bank balances are:

Checking: $5,403.27; Money Market: $27,058.03; YTD Dividends: $54.45; Fidelity: $28,362.93.

Treasurer’s Report has been filed for audit.

**Old Business:**

The lease renewal has been approved. Lease is for 10 years, as of December, 2022, with no rent increase.

Letah opened a discussion on renovating and rearranging the Library. One plan would be to move the computers, moving bookshelves to be next to the front door. Cut two shelve off kids book shelves to open the space more. Staff will continue to get rid of books and “stuff” off the shelves. Possibly replace a couple of shelving stacks with rolling shelves. Judi will reach out to SALS (Saratoga Library), for support in moving the computers. Ava heard of a library that had had an Eagle Scout build bookcases for them. Kara brought up that we need to start creating a list of things that would cost/require funding and using it as a selling point for potential sponsorships to organizations such as FFA, 4H.

Future Board Events Planning:

We should only do one basket raffle for the Christmas holiday season, as opposed to multiple raffles.

If we do a Pie for Breakfast, it needs to be better advertised, possibly tie in with a book sale. Coincide with Town Garage Sale in August. Will continue discussion in future meetings.

Possible event could be a Murder Mystery evening around Halloween. Dinner would need to be catered.

**New Business:**

Form 990 has been filed with the IRS. Form 990 is required for the Library to maintain its tax-exempt status.

We need to change the locks on the Library Door and keep a log on who has keys.

The Library needs new curtains for the front windows. Letah is getting measurements to be used for estimates.

Board Book of the Month Club for March: Ava

April: Barb

**Directors Report:**

Directors Report was emailed prior to the meeting.

Sue made motion to adjourn the meeting.

Barb seconded.

Meeting closed at 7:01 pm.

Respectfully submitted,

Beth Osborne

Beth Osborne, Secretary