**Fort Hunter Free Library Board of Trustees**

**Monthly Board Meeting Agenda**

**November 11, 2022**

The regular monthly meeting of the Board of Trustees Fort Hunter Free Library was called to order at 6:30 pm by President Beverly Osborne. Members present were Ava Douglass, Barbara Lampkin, Sue Nacco, Beth Osborne, Beverly Osborne, Sue Summerfield, Kara Travis, and guest Glenda Eager

**Secretary Report:**

Minutes from the last meeting were posted online prior to the meeting.

Motion to approve: Motion made by Barbara Lampkin, seconded by Sue Nacco.

All in favor, motion Carried.

**Treasurer’s Report:**

Treasurer’s Reports for September and October were emailed prior to the meeting. We received $6,000.00 from the Fonda-Fultonville Central School District, $5,000.00 from the Town Youth Bureau, LLSA payment in the amount of $1,290.60, $3,291.86 from GASD and $1,400.00 in memory of Shirley Auspelmeyer. The credit we are carrying from Amazon will be rescinded in January, 2023.

Treasurer’s Report has been filed for audit. The Hartford Insurance audit has been completed.

File for audit.

**Old Business:**

Library Officers want to have the lease for the building renewed by the end of the year.

This year’s Basket Raffle will be held from 11/28 and run through 12/16. Baskets need to be in by the Monday after Thanksgiving. Gifts already received include: 4 day passes to the Utica Zoo, JayFlora gift certificate, 4 night passes for Maple Ridge Ski Center.

There will be no big changes to the 2023 budget but there will be an increase in Supplies, due to increase cost of ink.

Bev is applying for a grant from the Rural & Small Libraries group for $20,000 to be used for improvements to the library.

Glenda attended the Annual MVLS Dinner and represented the library. Thank you Glenda!

**New Business**:

Article III, Section 6 in the Bylaws needs to be revised. Bylaws currently state a quorum is 6 members, we would like to change it to a simple majority, due to the small number of members.

**Resolution: The Fort Hunter Free Library Board of Trustees, on November 11, 2022, resolved to amend the by-laws of the library, specifically Article III, Section 6 to: A quorum shall consist of a simple majority, two (2) of who shall be Officers.**

Motion to approve the Resolution of Amending the Bylaws: Motion made by Barbara Lampkin, seconded by Sue Nacco. All in favor, approved.

We have hired Lynn Tryon to be our new Saturday librarian. Ashley will act as a backup/on call if we need someone to fill in a shift. Lynn will be receiving minimum wage and working for 4 hours. She hopes to work into doing more programming on Saturdays. Tina will still be the first back up/on call member.

We received a quote from Advanced Cleaning of $250 to clean the carpets.

Approval to clean carpets: Sue Summerfield, Ava Douglass

Approved

Bev and Ava submitted a grant proposal to the CTW Foundation Fund and received $2,000.

We are currently putting $3,000.00 into the Capital Fund from Savings and Ava would like to increase it to $5,000.00 beginning in 2023.

Motion to Approve: motion made by Kara Travis, seconded by Barbara Lampkin. All in favor, approved.

The next Board meeting is December 12, 2022. It will begin with a potluck holiday dinner, followed by the meeting.

Correspondence: We received a thank you note from the Ausplemeyer family; a letter from Kate at MVLS and also received $500 from Stewarts Shop toward the library’s birthday party.

**Director’s Report:**

The Director’s Report was emailed prior to the meeting.

The Board Book Pick for next month are Sue Summerfield and Kara Travis.

Sue Nacco made a motion to adjourn the meeting.

Sue Summerfield seconded. All in favor.

Meeting closed at 7:07 pm.

Respectfully submitted,

/ Beth Osborne /

Beth Osborne, Secretary