

# THERESA LIBRARY BOARD MEETING

## SEPTEMBER 13, 2022

**Present:**

Tracy Hudon, President  
Pam Brown, Vice-President  
Janet Gee  
Eileen Kaleel  
Theresa Leeson

**Also in attendance:**

Kristy Perry, Library Director  
Michaela Schied, Secretary to the Board

**Call to Order:**

The meeting was called to order at 7:10 p.m by President Tracy Hudon

**Public Comments:**

NONE

**Regular business:**

Motion to approve the August minutes: Theresa; Second: Pam.  
Approved: Yes - 4; No - 0; Abstained - 1.

**Approval of Expenditures:**

The Bills Were Passed As Follows:

#	Claimant:	\$ Amount:
362	Village of Theresa	71.74
398	Baker & Taylor	260.32
399	Kristy Perry	200.00
400	Michaela Schied	60.00
401	Time Warner Cable	59.99
402	Verizon	33.39

Motion to approve the bills: Theresa; Second: Pam.  
Approved: Yes - 5; No - 0.

**Report of Librarian:**

1. Current petty cash count: \$100.25
2. We received the second half of the Jefferson County Funding in the amount of \$2234, for a total of \$4468.
3. Amber (substitute) is going to come in and train for 2 days, and will fill in for Kristy when she attends the NCLS Annual Meeting on September 29.
4. The last day to register for the NCLS Annual Meeting is September 15.

5. The summer reading report has been submitted to NCLS, and Facebook has been updated with the statistics.
6. Baker and Taylor website was hit with ransomware, so new requisitions may be higher than usual because Kristy has not been able to order for a few weeks.
7. The tentative library budget is due to the town by September 20. The town may have their budget meeting on the second Wednesday (usual time) instead of the first Wednesday as in the past.
8. The pumpkin decorating contest starts in October.
9. There is a village power outage scheduled on September 24, which is a Saturday. The library will be closed to patrons that day.
10. We received a quote for the construction (to be discussed under old business).
11. Kristy talked to Dana at the Minna Anthony Common Nature Center about getting an Empire Pass; she will get back to us. No response from the Antique Boat Museum. The MOST and Everson just gave info on the cost of a pass.
12. Next month - meeting room policy. There was a request to use the space for a meeting on Wednesday. The policy needs to be changed to explicitly state during library operating hours only, and occupancy size should also be included.

### **Correspondence**

NONE

### **Old Business:**

1. Construction Quote - Patch and paint wall, paint ceiling in same room - \$4500 (without tax)/4860 (with tax). Half down before start, other half due on completion. Tracy will email town and see how we can arrange payment and whether we pay tax or not.
2. Tentative budget -

Motion to approve the tentative budget: Janet; Second: Eileen.

Approved: Yes - 5; No - 0.

### **New Business:**

1. A community member suggested dropping kids at the library for an extended after school program. The Board determined that we do not have the staffing to accommodate the suggestion at this time.

### **Adjournment:**

Motion to adjourn: Pam; Second: Janet.

Approved: Yes - 5; No - 0.

Meeting was adjourned at 8:28.

Respectfully submitted,

Michaela Schied

Secretary to the Board of Trustees