

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Minutes
May 12, 2022

Trustees present: Noreen Patterson, Karen Brandt Brown, Fred Wall, and William Balles.

Trustees absent: Emily Young

Staff present: Library Director Natalie Curran.

A. Call to Order

Karen Brandt Brown called the meeting to order at 9:05am.

B. Approval of Agenda

Noreen Patterson moved to approve the agenda. Fred Wall seconded. Motion carried.

C. Approval of Minutes

Bill Balles moved to approve the minutes from March 10, 2022. Fred Wall seconded. Motion carried.

D. Public Comments

None

E. Reports to Board

1. Treasurer's Report

Fred Wall gave the report for March and April, expenses are as expected. In April \$21,787.11 was moved from the capital account to the reserve account. This money was from CDs that were cashed in in 2016 and mistakenly put in the capital account but are not capital funds. Bill Balles moved to approve the treasurer's report. Noreen Patterson seconded. Motion carried.

2. Director's Financial Report

Natalie Curran gave the report for March and April. Bill Balles moved to approve the Director's Financial Report and supporting documents. Fred Wall seconded. Motion carried.

3. Director's Report

- a. Book Sale will be Friday, May 13 – Tuesday, May 17.
- b. The library offered bookmarks and crafts for May the Fourth. The library received free comic books to distribute on May 7th for Free Comic Book Day.
- c. Noreen Patterson moved to approve the Phoenix Public Library Recording Policy with the changes discussed. Karen Brandt Brown seconded. Motion carried.
- c. School Ballot –An article was published in The Palladium Times, The Valley News, and The Oswego County News. We have a full page in the district's budget newsletter. NCLS provided T-Shirts and yard signs that say "Strong Libraries Strong Communities." NCLS also printed small cards to distribute with the date, time, and location of the vote.
- d. Oswego County Library Council Meeting was rescheduled for Monday, May 23 at 10am at the Mexico Public Library.
- e. The Little Free Library Bus will be unveiled at the Discovery Daycare on May 25 at 11 am.
- f. Geocaching – A non-circulating book will be placed on the shelf for people to find. It will encourage people to visit the library.

F. Old Business

- a. Noreen Patterson attended an NCLS training for trustees. It is possible to amend the charter to have a range of board seats instead of the set 5. The cost is only \$60 and NCLS can help with the paperwork.

G. New Business

- a. A piece of soffit is missing on the back corner of the library and birds have made a nest. Fred Wall will bring a ladder to see if the piece of soffit is still there or needs to be replaced.
- b. The board discussed items to be on a building improvement wish list. Roof repair, parking lot repairs and sealing, a new shed, ceramic coating on windows, or new windows, updates to the century club room, better electrical for device charging stations, and more accessible doors. Natalie will look into quotes and the possibility of grant funding for these projects.

H. Open Forum

None

I. Adjournment

Noreen Patterson moved to adjourn the meeting. Fred Wall seconded. Motion carried.

The meeting was adjourned at 10:09am.

The next meeting will be held in person at the library on June 9, 2022 at 9am.

Respectfully submitted,

Natalie Curran

Director

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Agenda
June 9, 2022

REGULAR MEETING

- A. **Call to Order**
- B. **Adoption of Agenda**
- C. **Approval of Minutes**
- D. **Public Comments**
- E. **Reports to Board**
 - 1. Treasurer's Report
 - 2. Director's Financial Report
 - 3. Director's Notes
- F. **Old Business**
- G. **New Business**
- H. **Open Forum**
- I. **Adjournment**