

**Stanford Free Library
Board of Trustee Meeting Minutes
December 10, 2024**

Present: Jim Bail, Claudia De Bellis, Laura Gilhooly, Kari Lorensen, Bobbie Menendez, Marc Smith

Absent: Natalie Bliss, Pam Deitrich, Melinda Heady, Barb Mauer, and Mark Williams

In Attendance: Christa Cerul

Approval of Minutes:

- A. A motion was made to approve the minutes from the November, 2024 meeting.
Minutes approved.

Treasurer Financial Report:

- A. Financial report from November 1-30 was approved.
- B. Mark Williams reported on requirements for Library reserve funds. He, Jim and Christa will work with MHLS to be sure the reserve funds are handled as required.

Correspondence:

- A. A thank you note from Arlene Christensen was read.

Librarian Report

- A. Christa reviewed Library use statistics for November, 2024.
- B. NYLA Advocacy Day is Wednesday, February 5th in Albany.
- C. Christa reminded the Board of the 2 hour training requirement for each Trustee. Trustees can see Christa for an assist.
- D. Christa updated the Board Members on the most recent training She, Mark and Jim attended – MHLS Trustee Education Series on the Board's fiduciary responsibility in Financial Planning.
- E. The good news that PPCSD has agreed to provide a bus for our after School program: a separate shuttle bus will be provided once a month for each elementary school, allowing 25 students each program.

The first program for Pre-K – 1st grade program was attended by 31 students!! The first program for Grades 2-5 is scheduled for Dec 19.

Old Business:

- A. A memorial picnic table for Sean McCarthy has been ordered by The Lions Club, with both the Lions Club and the Stanford Library sharing Cost. A memorial plaque will be attached . Christa shared a picture of The walk-through style bench.

Committee Reports:

- A. Building Maintenance – no report
- B. Fundraising and Publicity:
 - The Annual Appeal letter responses and donations have been coming in via PayPal and via check. Many thanks to Minute Man Press and to Mark Williams for making this happen.
 - Christa requested assistance with writing thank you notes, with Board members volunteering to do so.
- C. Grants – no report
- D. Legislative – no report
- E. Nominating- no report
- F. Personnel – no report
- G. Programs:
 - Christa reviewed the numerous and very varied Programs for both Adults and Children – adding a Holiday Crafting for Teens. Reminder that Repair Café is January 4th.
- H. Scholarship – applications will be collected by April 30th. Awards night will held May 21st
- I. Technology – no report

New Business:

- A. Draft of the 2025 Budget was presented at the November meeting for review and to be voted on at this December meeting – Budget for 2025 was passed.

Next Meeting: Tuesday, January 14th at 7:00pm

Motion was made to adjourn at 8:05 pm . Approved