ROSWELL P. FLOWER MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
Tuesday, February 11, 2025

Present: Mrs. Evans Mrs. Renzi-Falge
Ms. Calarco Mrs. Burdick
Mrs. Tarzia Mrs. Seymour
Mr. Bolton Mr. DiFabion
Mrs. Weldon Mr. Slater
Ms. Mesires
Mrs. Ruggiero, City Council Liaison

Guest: Kevin Kania, CPA - Dauphin & Fantacone CPAs, LLP

CALL TO ORDER: Meeting was called to order at 4:04pm by Mrs. Evans.

INTRODUCTION OF GUEST: Mr. Kevin Kania, CPA is the board's new auditor. He is attending the board meeting to present and review this year's completed audit and to answer any questions that they may have. The board members asked Mr. Kania any and all questions that they had regarding the audit.

APPROVAL OF MINUTES: Ms. Mesires moved to approve the minutes from the January 14th, 2025 meeting, Mrs. Weldon seconded the motion. Motion carried.

APPROVAL OF CONSOLIDATED EXPENSES: Mr. DiFabion reported that the consolidated expenses are a little higher than typical this month due to the purchasing of nonfiction, which is usual, but also due to the 120th Anniversary Party, so the event expenses are increases. And also the accounting and professional fees increased due to the completion of the audit. Otherwise, all other expenses are fairly normal. Ms. Mesires moved to approve the report as presented. Mr. Slater seconded the motion. Motion carried.

PRESIDENT'S REPORT: Mrs. Evans began her report with passing around a thank you note from the library staff for the delicious snacks that the board provided during the all staff training day. Also, Mrs. Renzi-Falge shared with Mrs. Evans a citation that was received from Governor Hochul's office for the 120th Anniversary for the library.
A new trustee is needed, and a resume was received this afternoon to be considered, and will be discussed under new business. A representative for the North Country Library System board is also needed, so if someone could please consider that position, it would be appreciated.
She also wanted to give a shout out to Mrs. Weldon who will be speaking for the Chamber of Commerce at the library for the "Movers and Shakers" event on Thursday morning at 10:00am.

TREASURER'S REPORT: Mr. DiFabion pointed out that the bank account listing sent in the email packet was incorrect, but Mrs. Carr handed out an updated copy to the members at the meeting. So now, it looks a little more normal with the checking and savings a little over $130,000.00. A CD account is coming due, which will be discussed during the finance committee report. Under the year to date profit and loss, the numbers should be about 58% at this point in the year, income is a little behind, and once the school ballot funding is received, we should be well beyond that. The expenses are lower than the income, which is a good thing. There aren't any major outliers. Most major expenses are large, once per year transactions and shouldn't be increasing significantly, if at all. In grants and donations, for the month, the bulk of that came from the "Flash Tattoo" fundraiser which came to a total of $4,010.00 which is restricted towards the MakerSpace. There was also a donation from the NNYCF for $1,000.00 towards the MakerSpace. And a couple of smaller transactions which included the reimbursements from the Friends for the flowers and balloons for the 120th Anniversary Party for $582.00, and $100.00 from Nick the Bee Guy which was designated to the MakerSpace. For the Fiscal Year, that brings the total to approximately $53,000.00, all for all time $161,086.00. Mrs. Weldon asked the question of why NNYCF donated the $1,000.00 to the library. Mrs. Renzi-Falge explained that they hold an essay contest at the junior high level, and the students write about their favorite organization, and why they deserve a grant. And there was one student who wrote about how much he loved the library, and he won the contest, so the library was awarded the grant. Ms. Mesires moved to approve the Treasurers Report as presented. Mrs. Seymour seconded the motion. Motion carried.

DIRECTOR'S REPORT:

Building & Grounds:

No current report. Staff and maintenance continue to do a wonderful job with keeping the building clean, tidy, and doing little repairs as needed and we are lucky to have no current issues to report.

Programming/Department Highlights:

From Ashley Pickett: On Wednesday, January 22nd I was able to make a morning visit to the NRCIL (Northern Regional Center for Independent Living) Stop In Group here in Watertown. This was my fourth visit and, despite the wintery weather, my largest audience yet with 12 attendees! At each session participants have varied in ages and abilities, but all have always had a great time engaging with the games I bring along. My goal is always to bring an activity that allows us to work with our hands and also includes an element of excitement or prizes, but leaves us free to talk about any library questions or trending books/movies that come up. This visit we played many hands of Giant Uno together while chatting about our favorite movies and how we were passing the time during the multiple snowstorms. This gave all participants a chance to strengthen their social skills in a supportive environment. Unfortunately, no one was able to master the art of shuffling such large cards, but everyone walked away with some library swag prizes!

From Amanda Tehonica: Last fall, I received a patron request to create a project that was trending on various social media and Pinterest. The busted canvas craft was added to the January schedule and proved to be very popular with the maximum number of participants (16) attending. The craft involves cutting openings from a center point of the canvas that are then "peeled" back to appear as if something busted through the face of the canvas material. Each participant received an 8 x 8 wood frame art canvas to create the theme of their choice using paint, craft knives, and hot glue. Some used scrapbook paper designs to appear in the busted opening of their canvas frame, while others went the personalized approach providing pictures of loved ones or fur babies that I printed for their use. Every project was unique and participants shared how much they enjoyed the event.

Miscellaneous:

I was interviewed by Glen Curry for his local TV and radio spot. We will have a 2-minute interview about the history of the library. Thank you to Mr. Curry for spotlighting us.

I was invited to Women's Network Wednesday on Tunes 92.5 to talk about women in leadership and the importance of our library. Thank you to Jenn Coleman for asking me to be a part of this experience.

A very big heartfelt thank you to Sword in Stone Tattoo Shop for raising $4,010 for the library. They tattooed about 57 people in 2 days!

February is Library Lovers Month, to celebrate, we will have having an extra book sale in the rotunda beginning on February 10th.

Steve Bolton and I met with AJ Hungerford to discuss their upcoming Hungerford family exhibit at the library. This event is still slated to run June 13- August 8 and will be located in the South Reading Room.

Brittani LaJuett (Librarian II, Teen Services) has officially submitted her resignation. Her last day will be March 3, 2025. I am in contact with city hall for getting the ball rolling with civil service and a list to hire from. We wish Brittani all the best in her future endeavors.

COMMITTEE REPORTS:

- ***Building & Grounds*: No Report.**
- ***Finance & Investment Committee*: *CD/ Security Camera Discussion*-**Mr. DiFabion reported that a CD is coming due at the end of February. Currently there are two quotes in the board packet for the replacement of the security cameras and the server. He is asking the board for a discussion on whether they want to take the money from the CD account to pay for that work to be done, or to reinvest CD. The board engaged in a discussion about the best way to handle the situation, knowing that the security cameras are essential. Ms. Mesires motioned to not reinvest the expiring CD (account ending 6861) and withdraw the funds for the new cameras. Mr. DiFabion seconded the motion. Motion carried.
  Ms. Mesires amended her motion to include approaching NCC Systems and ask if they can negotiate the price to match AllTech. Mrs. Weldon seconded the amended motion. Motion carried.
- ***Friends Committee and Liaison report:*** Mrs. Evans reported that the Friends are working on their annual meeting date of May 7th. They are trying to find a local author to come as the keynote speaker. If the board members can attend the meeting and show support, it would be great. There are new mugs for sale as well, Red and Blue. They have been discussing the membership list, and working on getting their members to renew.
- ***Policy Committee:*** **No Report.**

NEW BUSINESS:

- **Potential new board member –** Katherine Wright: She would be replacing Ms. Dittrich on the board. Short discussion among the board members. Ms. Mesires made a motion to recommend Mrs. Wright to the City Mayor and Council for the open position, Mr. DiFabion seconded the motion. Motion carried.
- **Approve the IRS 990:** Mr. DiFabion motioned to accept the 990 as presented. Mr. Slater seconded the motion.

TASK REVIEW:

- Mrs. Evans to forward Mrs. Wrights information onto the Mayor for approval and placement on the board.
- Mr. DiFabion to take care of the CD account.
- Mrs. Renzi-Falge to follow up with NCC Systems about the price match.

MOTION TO ADJOURN: Ms. Mesires motioned for the meeting to be adjourned. Mr. DiFabion seconded the motion. Meeting adjourned at 5:06pm.
The next meeting of the Board of Trustees will be held on March 11th, 2025 at 4:00pm in the South Reading Room at the Flower Memorial Library.

Andrea Carr, Recording Secretary