

Moore Memorial Library
Board of Trustee Meeting Minutes
March 17, 2025 - 5:30pm

- I. Call to order -Meeting was called to order by President Christine Buck at 5:31 p.m.
- II. Roll call/attendance – Present: N. Bromley, T. Brant, C. Buck, D. Fowlston, M. Paino, K. Raymond, J. Roth, J. Ruth, T. Winn. Absent: G. Breuilly, G. Hinman
- III. The minutes of the meeting held on February 10, 2025, were approved for filing.
- IV. New Business **action** items: On a motion by M. Paino, seconded by J. Roth, the following consent agenda items were approved. Ayes all.
 - Finance reports were given by H. Harvey and C. Buck. (These will be further updated for the next meeting). It was noted that the Morgan Stanley account is down \$1,300 from January 1, 2025.
 - Tax Levy letter and budget for Greene Central School District Newsletter/Budget Vote 2025-2026
 - A temporary long-range plan was discussed, as we have fallen behind. H. Harvey will spearhead a community survey.
 - The New York State Annual Report has been submitted and reviewed by the trustees. The trustees thanked H. Harvey for her hard work in gathering the necessary information.
- V. New Business **discussion** items:
 - The Library Director's Report was given by H. Harvey, who shared the following:
 - Code inspection has been completed. Repairs are underway – several of which have already been resolved.
 - Library recorder, software, and cameras are woefully outdated– H. Harvey will obtain a quote to upgrade. The trustees authorized an expenditure of up to \$5,000 to move forward with this on a motion by M. Paino, seconded by N. Bromley. Ayes all.
 - 2024 filing of 990 – This is in process. Vice President Paino will reach out to Mr. Daniels, a local CPA to discuss this process and gauge his willingness to assist.
 - 2023 filing of 990 – The library was fined \$3,760 due to filing late. Attorney Neville had the materials on time, but did not file within the extension deadline.
 - Trustee education requirements – Each trustee must complete two hours of in-service training. H. Harvey discussed a few options including offerings from the Four County Library System. Their website contains training links for trustees.
 - Proposed partnerships within the community – The library receives frequent requests from community groups to help with their various fund-raising endeavors. It was reiterated that staff will not be required to sell items or handle funds for outside groups.
 - January and February library visitation statistics were shared with the board.

- H. Harvey will be seeking guidance from the Four County Library System regarding an internal personnel matter.

VI. Other Business

Trustee J. Ruth introduced the topic of the shed used for Santa's cottage, which remains on the front lawn of the library. The removal date which was agreed upon was January 20, 2025. The holiday decorations also remain. After some discussion, it was agreed that a letter will be sent to the Hometown Holiday Greene members requesting the building be moved, as they agreed to when they signed the grounds use form. They should be given two weeks from the date of the letter to move the shed. Trustees expressed concern that they had left it for so long, lawn damage may occur upon moving the shed. If that is the case, the Hometown Holiday committee shall be responsible for timely repair.

VII. Public Comment

- None

VIII. Adjournment – The meeting was adjourned at 6:35 on a motion by M. Paino, seconded by J. Ruth. Ayes all. Next meeting date is April 21, 2025, at 5:30 p.m.

Respectfully submitted:

Terri Brant

Theresa Brant