

Clarion Free Library
Board of Directors Meeting Minutes
February 9th, 2023

In attendance: Kelly Yocca (president), Vickie Judy (Interim Director), Rose Slike, Simon Aristeguieta-Trillos, Jennifer Fulmer Vinson, Christy Logue (via phone), Marty Yocca (via phone)

Minutes from last meeting approved.

Financial report: Have money, very nice nest egg; however, have less income due to lack of fundraising. Fundraising hasn't happened in the past years. Need to send out letters/flyers asking for donations during Library Appreciation Week April 23-29th. Will be a fundraising push in April.

Due to decreased fundraising during past 2 years, a spending freeze was put in place until new director is hired.

Director News: Tomorrow is the last day for director applications. Sub-committee will look at applicants after then (this part is confidential) before allowing access to the greater committee for selection process.

FotCFL: R. Slike reports that Friends will be holding a Spring Clean Book Drive to restock on books on March 25th. Will be taking over meeting room on this day with the hours to bring books in being from 9 to 3. Sale of these books is on hold for now but thinking of doing a mini scale version of ALF Book Sale. On May 6th, FotCFL will be hosting a Build Your Own Bouquet outside of the library. Will have a fee of \$20.00 per person. Guest Bartender (an event previously held) is up in the air. They cannot find a bar willing to participate because of liquor license issues. From word-of-mouth last year, Deer Creek was interested, however Deer Creek is located outside of CFL service zone.

R. Slike went before FotCFL to ask for food donations for teen programming. FotCFL unanimously voted to the allotment with shopping to be done by FotCFL treasurer, M. Spessard the following Saturday of the meeting.

Blind Date with a Book will be put in place for the month of February this Saturday. Last year of the 11 books put out only 1 was not sold. FotCFL are hoping for similar results this year.

Next FotCFL meeting will be March 6th at 6:30pm.

Old Business: unable to locate resumes and applications from last director hiring. Have no clue where they might be. K. Yocca and V. Judy have searched throughout director office for them and have yet to find them.

New Business: Cleaners have submitted proposals and have been viewed. Currently, not a main pressing issue. Will need to ask Clarion Vocation Services about pricing as unsure if its \$125 per week or \$250 per week and if they will clean twice a week or every other week. Need clarification. Please review cleaning proposals, which are negotiable, to vote on next meeting.

Memorial money: Can we use memorial money to buy a vacuum if not otherwise directed? Decided perhaps not a vacuum. Memorial may be used to provide updates to different spaces in place of books but

should not be used for maintenance. Bylines need to be ratified with stipulations stated towards use of these funds and for similar cases. K. Yocca will ask Erin Joyce.

K. Yocca asked for board approval to destroy all documents 7+ years old in accordance with Library Policy. Unanimous vote of approval.

Discussed how to cut Snow Removal/Salting service: library to put down salt and shovel light snow? R. Slike brought up the legalities of the contracting service needing to put salt down as if someone were to slip, the contracting business would be the first name on the lawsuit. Slike also mentioned that in experience in businesses that wanted to be particular of services given, service was dropped. Slike stated that as it is their business such proposals undermine the contracting business of which, in Slike Services as example, businesses are dropped if business proposes less work be done and refuses to pay for complete services needed. Invoice approved for A+ Landscaping.

Ball in motion for elevator problem. Water is in the pit. Appears the sump pump is not working. Water needs to be removed before operators/ technicians will work on elevator. Need operators/technicians to work and look at elevator for elevator to receive clean certification and be allowed to continue to operate. V. Judy to call to see who can work on pump to get water removed.

Signature cards are needed to be signed. Have 3 accounts that haven't been used recently. Unsure what funds are supposed to be used for. K. Yocca to ask bank if they have any documentation on what the accounts are for in the bank's documentation. 3% not being put in fund for building. Unsure which fund is specifically for building. C. Logue to ask mother for information about Bridge Builders such as what it is.

Working on transparency of board and library. Once bylines are ratified and approved, R. Slike asked for the approval to put them onto the website. Other transparency issues will be forth coming. J. Fulmer mentioned how minutes should also be available to patrons who come into the library and ask for them. V. Judy stated that they did that in the past but haven't done it in recent years.

Library Week: need to do flyers. V. Judy to ask K. Tillary if she has letter/flyer from past years on computer. Glenn Watson may have list of previous donators. These donors will be who the letters/flyers will be sent to.

National Library Week, April 23 to 29th – hold a gathering to welcome new director if position filled. Otherwise, it can be snacks with staff or lunch at the Library. K. Yocca mentioned having lemonade and cookies.

Discussion of moving meeting time to 6pm on Thursdays. Would need to put out an addendum in the newspaper. With meetings being monthly for this year, K. Yocca will send out email poll to get stances on time availability. Yocca also asked R. Slike if there could be the possibility of setting up a Zoom meeting. Slike stated that it could be done. In the case that meetings do get conducted through Zoom, in person can meet at meeting room with the Zoom being projected to the screen.

Meeting adjourned at 12:57pm

Next Meeting: Thursday, March 2nd, 2023, at 12pm.