

**Sharon Springs Free Library**  
**Trustee Meeting**  
January 23, 2025

**Present:** Belinda Feris, Jeanne Irwin, Margaret Kindling, Kerry Parsons, Kate Walrath, Bob Fucci, Patsy Nicosia

**Staff:** Meghan Keaney, Mary Fucci

**Guests:** None

**Absent:** Tonja Law, Susan Rorick

**Call to Order:** The regular meeting of the Sharon Springs Free Library for January 23, 2025 was called to order at 7:01pm by Jeanne.

- **Approval of Minutes:**
  - Minutes of December 5, 2024 board meeting reviewed and approved (Jeanne/Belinda).
- **Treasurer's Report: (Attached) reviewed and accepted**
  - Susan will be taking over from Tonja until a new treasurer is found.
- **President's Report: (Attached)**
  - Meghan's performance review – "Meg is top notch!"
  - Trustee training - most trustees have completed training for 2024. Two hours required. Does not include sexual harassment training.

**Director's Report: (Attached)**

**Programming**

- **Adult Book Discussion: Winter Sisters** by Robin Oliveira (1/17/25)
  - Number of Participants: 5 including Meg & JoAnn
- Next month's book: **Remarkably Bright Creatures** by Shelby Van Pelt. February 21st, 2025 @ 6:00 p.m.
- **Teen/YA Book Discussion: The Hunger Games** by Suzanne Collins
  - (1/24/25) Kick Off Event 3:30 p.m. - 4 p.m.
  - (2/28/25) Discussion 3:30 p.m. - 4:30 p.m.
- **Head Start Family Involvement: Youngster Yoga** instructed by Jeanne. 1/21/25 from 3 p.m.- 4 p.m. in our community room
  - 3 adults, 5 children, 4 teachers in attendance
- **S.C.H.O.O.L: "Stripped for Parts: American Journalism on the Brink"**
  - 5/27/25 at 5:30 p.m. -7:30 p.m. in our community room.

- S.C.H.O.O.L: Smart Phone Savvy with Mary Carrier from MVLS
  - 5/22/25 at 2 p.m. - 3:30 p.m. in community room.
- Dog Sled Day scheduled.
  - 3/1/25 at 11 a.m. -12:30 p.m. Rides given outside and education inside with PowerPoint.

### **Programs being developed:**

- Sue DeBruijn- Historical Talk “Lest We Forget: Remembering the WWII Fallen from Schoharie County”
  - Free and open to the public. 35-minute PowerPoint presentation with Q&A (we would just need to supply projector - can check out through MVLS)
- Bring Your Child to the Library Day:
  - Saturday, February 1, 2025 - Bowling Themed Scavenger Hunt
- Guided painting on canvas for adults and/or children.
  - We will be responsible for compensation of materials, Nancy Brumaghim volunteers to instruct. Estimated cost of materials for 20 participants is less than \$100 for two programs (adult and children).
- Writer’s Club
  - Patron recommended - currently in the brainstorming/developing stages of planning.

### **Miscellaneous**

- We received Joyce’s resignation letter, effective January 1, 2025. We are incredibly grateful for her time and dedication to the library. Hours will be covered by Meg. Will revisit staffing as needed.
- Meg will begin inventorying our collection with the support of SSFL from MVLS.
- Meg attended the Summer Reading Program Workshop at the Colonie Public Library (1/14/25).
- Meg met with Lisa and April from Literacy NY (1/22/25) about possibly joining their board (Meg is currently on the Schoharie County Youth Services Board).
- Meg submitted the Stewart’s Holiday Match Grant (1/13/25) - grant distributed in March 2025.
- The Sharon Springs Teacher Association donated \$50.00 to the library in memory of Helen Lane (thank you letter needed).
- Meg attended Zoom informational session with MVLS Directors regarding Amazon Business Program. Changing current Prime memberships into a business account.

## Grants/Funds

- Parsons Grant: \$8,654.35
- Ukrainian - English visual dictionary expanding our Foreign Language collection \$12.60
- Wings of Fire Graphic Novels # 6, 7, 8 (completing our collection), \$27.15
- Stewart's Grant: \$1,269.58

### Privilege of the Floor – None

- **Committee Reports**

- Administration – Taxes (2021-23) have been completed and filed. Jeanne picked up copies from Evening Star. They will be kept in the file room. Process for reinstatement of tax exemption is still pending. (side note: Evening Star moved and may have been sold.)
- Budget and Finance – None
- Joint Facility – None
- Facility maintenance – Indoor fluorescent light out in town offices (Jeanne and Margaret will address)
- Fundraising –nothing new to report
- Executive - none
- Nominating – recommend we form a group to find a volunteer to be Treasurer
- Ad Hoc – none

- **New Business –**

- Margaret will attend public hearing for Walmart PILOT on February 4<sup>th</sup> in Community Room.
- Belinda updated mandatory sexual harassment training. Trustee members to fill out and complete.

- **Old Business -**

- Belinda gained cyber security information and quote. Estimate of \$1380 a year. Belinda will investigate quarterly/monthly payment plans. Motion Made/Approved to attain Cyber Security Insurance (Margaret/Bob).
- Auto timer for outside lights fixed.
- Long range plan (2025-2030) Plan – Jeanne handed out the proposed plan and board will discuss at next meeting.

- The meeting adjourned at 7:57pm. Next meeting is February 27, 2025.



# Sharon Springs Free Library

## Profit and Loss YTD Comparison

January 1-23, 2025

	TOTAL	
	JAN 1-23, 2025	JAN 1-23, 2025 (YTD)
<b>Income</b>		
1005 Copies/fax/printer	36.20	36.20
43400 Donations	28.80	28.80
43401 Donations - Other	50.00	50.00
43404 Clothing Shed	43.88	43.88
46431 Fundraising Letter	1,045.00	1,045.00
<b>Total 43400 Donations</b>	<b>1,167.68</b>	<b>1,167.68</b>
46422 LLSA (Local Lib. Services Aid)	149.30	149.30
<b>Total Income</b>	<b>\$1,353.18</b>	<b>\$1,353.18</b>
<b>GROSS PROFIT</b>	<b>\$1,353.18</b>	<b>\$1,353.18</b>
<b>Expenses</b>		
62110 Accounting Fees	58.75	58.75
62152 Programs/Youth	18.25	18.25
62800 Facilities		
62100 Contract Services		
62801 Janitorial Services	174.00	174.00
<b>Total 62100 Contract Services</b>	<b>174.00</b>	<b>174.00</b>
62851 Cleaning Supplies	45.89	45.89
62891 Fuel	515.78	515.78
62892 Electric	262.98	262.98
<b>Total 62800 Facilities</b>	<b>998.65</b>	<b>998.65</b>
65010 Books, Subscriptions, Reference	207.22	207.22
65013 DVDs	26.16	26.16
<b>Total 65010 Books, Subscriptions, Reference</b>	<b>233.38</b>	<b>233.38</b>
65060 Automation		
65061 MVLS Automation	296.93	296.93
65062 Spectrum	99.99	99.99
<b>Total 65060 Automation</b>	<b>396.92</b>	<b>396.92</b>
65100 Other Types of Expenses		
65150 Memberships and Dues	20.00	20.00
<b>Total 65100 Other Types of Expenses</b>	<b>20.00</b>	<b>20.00</b>
Payroll Expenses	1,069.72	1,069.72
FICA/Mcare	89.67	89.67
Gross Wages	1,172.10	1,172.10
PFML Insurance	-4.55	-4.55
SDI Disability Insurance	-1.20	-1.20
SUTA	24.62	24.62
<b>Total Payroll Expenses</b>	<b>2,350.36</b>	<b>2,350.36</b>
<b>Total Expenses</b>	<b>\$4,076.31</b>	<b>\$4,076.31</b>
<b>NET OPERATING INCOME</b>	<b>\$ -2,723.13</b>	<b>\$ -2,723.13</b>
<b>NET INCOME</b>	<b>\$ -2,723.13</b>	<b>\$ -2,723.13</b>

# Sharon Springs Free Library

## Balance Sheet

As of January 23, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 NBT Bank - Money Market - 2344	25,654.51
1001 NBT Bank - Operating Fund - 3504	2,471.16
1002 NBT Bank - Building Fund - 4008	8,999.82
Cash Holding	68.00
<b>Total Bank Accounts</b>	<b>\$37,193.49</b>
<b>Total Current Assets</b>	<b>\$37,193.49</b>
Fixed Assets	
129 Main Street	
Building	77,257.00
Building Improvements - 2006	292,512.00
Building Improvements - 2009	55,225.00
Building Improvements - 2022	38,214.84
Depreciation	-245,537.00
Land	8,584.00
<b>Total 129 Main Street</b>	<b>226,255.84</b>
Furniture & Fixtures	
Computers - 2014	1,496.00
Computers - 2015	726.00
Computers - 2022	2,277.00
Depreciation	-8,201.00
Furniture	3,000.00
Office Machinery	2,000.00
<b>Total Furniture &amp; Fixtures</b>	<b>1,298.00</b>
<b>Total Fixed Assets</b>	<b>\$227,553.84</b>
<b>TOTAL ASSETS</b>	<b>\$264,747.33</b>
<b>LIABILITIES AND EQUITY</b>	<b>\$264,747.33</b>

## Director's Report

January 2025

### Programming

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February 21<sup>st</sup>, 2025 @ 6:00 p.m.

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Bring Your Child to the Library Day:

- Saturday, February 1, 2025
- Bowling Themed Scavenger Hunt
- MVLS Sending goodies for kids

Canvas Painting with Nancy Brumaghim:

- Guided painting on canvas for adults and/or children.
- We'll be responsible for compensation of materials, Nancy volunteers to instruct.

Estimated cost of materials for 20 participants:

- o \$50-60 for 12x16 canvases
- o \$25-30 for 8x10 canvases

\*\*\*Less than \$100 for two programs (adult and children)\*\*\*

### Writer's Club

- o Patron recommended- currently in the brainstorming/developing stages of planning.

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