

Stillwater Public Library Board of Trustees meeting 8/13/2024

Called to order at _7:00_ pm by Heather Frank & opened with a reading of the mission statement. Members present: X indicates member NOT present

Tom Boucher	Brandon Dingeman	Rachel Womble
John Butler	Emily Moose	Linda Tracy
Heather Frank	Joel Lombardi	Christine Zakrzewski
Staff Present:		
Sara Kipp, Director	Anne-Marie Hallum, Treasurer	

Guests present: Poul Carstensen

- Present design options quote of \$2000
- Provided wood, font with color & hardware options for us to examine
- DECISIONS: stained maple center piece in the shape of the town, dark oak outer plaques, sized by donation amount, Delmon white font throughout, silver offsets (to match with others in the building). Clear recognition plaque in black script, pending email of samples to help us determine.

Friends: none

1st Public Input session: none

Motion to: approve the minutes of previous meeting on 7/9/2024

Made by: Brandon Dingeman Seconded: John Butler

Passed unanimously? **YES** / NO

Finance committee report /Treasurer’s Report presented by: Ann-Marie Hallum

Reviewed all reports. See full report

- Auditors have requested information for 990
- Extension requested for AFR till Oct
- Tax rates decrease \$0 .02 per \$1000 assessed value

Motion to approve the Treasurer’s Report for July 2024

Made by: Emily Moose Seconded by: Rachel Womble

Passed unanimously? **YES** / NO

Motion to approve \$ 19,718.98 in audited claims as of 8/13/2024 for payment of operating expenses

Made by: Linda Tracy Seconded by: Tom Boucher

Passed unanimously? **YES** / NO

Motion to approve \$100,000.00 be placed in a CD at BSNB.

Made by: Brandon Dingeman Seconded by: Rachel Womble

Passed unanimously? **YES** / NO

Director's Report given by : Sara Kipp

Report reviewed. Topics discussed: (see full report)

- Grants pending for \$1000 books & bandstand cover
- Recommend Amaranth Stomp for the teen position beginning after labor day and ends after graduation.
- Capital District Audubon society chose us for a bird garden. They will supply plants.
- Programming updates
- Family day - pie eating contest, frozen t-shirt, hula hoop, scavenger hunt, guessing game - volunteers welcome
- 5 yr plan

Nominating Committee: none

Building and Grounds given by: Tom Boucher & Sara Kipp

- Going well addressing the "to do" list
- Fireman - Casey willing to bring truck to do lettering on the building
- Difficulty getting Plank to fix errors - continue to communicate

Personnel/Policy Report given by: Emily Moose

- Recommend hire Amaranth Stomp to the teen position at \$15.50/hour from September through the end of June.

Trustee Training given by: Chris Zakrzewski

- 10/3 training in Saratoga, anyone interested
- Chris will resend the email invite & training video links

2nd public input session: none

Correspondence from:

New Business:

Action items:

Motion to hire Amanenth Stomp at \$15.50 an hour from September through the end of June

Made by: Tom Boucher Seconded by: Brandon Dingeman

Passed unanimously? **YES / NO**

Adjournment: 8:08 pm

Minutes recorded by secretary, Christine Zakrzewski