

Voorheesville Public Library
Board of Trustees Monthly Meeting
26 September 2023 7:00 p.m.

Meeting Called by: Belinda Heckler, President

Attendees: Sarah Brunt, Marielle McKasty-Stagg, Linda Conway, Georgia Gray,
and Sarah Clark, Clerk.

Others Attending: Tracey Pause, Lynn Kohler

Excused:

1. Meeting Call to Order by President.
2. Opportunity for the public to be heard (Limit of 3 minutes)
3. Review of Minutes
 - a. Minutes of the Regular Meeting (3 minutes)
 - b. Minutes of the Sep. 5, 2023 Meeting (1 minute)
4. Administrative Reports
 - a. Director's Report (10 minutes)
 - b. Personnel Report (3 minutes)
 - c. Treasurer's Report (5 minutes)
 - i. Acceptance of Treasurer's Report
 - ii. Recommended Action: That the Board of trustees accept the Treasurer's Report as presented in meeting packet.
 - iii. Acceptance of Warrants
 - iv. Recommended Action: That the Board of trustees accept the Warrants as presented in the meeting packet.
 - d. Strategic Plan Report (Facilities Goals)
 - e. Friends of the Library Report (5 minutes)
 - f. Equity Committee Report (3 minutes)
6. Committee Reports
 - a. Finance
 - b. Personnel -open enrollment planning
 - c. Facilities - grant project updates
 - d. Policy - reserve fund policy
7. Old Business
 - a. McLean Group Board Training
8. New Business
 - a. Board election
 - b. Committee assignments
9. Opportunity for the public to be heard
10. Executive Session

Circulation Stats:

2023-24	July	Aug.
Physical	7256	7131
OverDrive	2239	2104
Hoopla	209	214
Kanopy	16	41
Total	9720	9490

Total circulation is up 10% from July 2022, and 4% from August 2022

Reference Stats:

	July	Aug.
Visitors	3907	3966
Computer Users	287	149
Ref Questions	523	633
Computer Help	27	28
Days Open	25	27
Non-Library events	6	2
Tutoring	32	32

Visitors are up 10% from July 2022, and 11.4% from August 2022

Program Stats:

	July	Aug.	S
0-5 Programs	9	7	
0-5 Attendance	280	196	
6-11 Programs	13	10	
6-11 Attendance	400	389	
12-18 Programs	10	4	
12-18 Attendance	101	79	
Adult Programs	9	14	
Adult Attendance	112	371	
General Programs	5	7	
General Attendance	114	763	

Number of SRP programs for all ages was 12.8% more than 2022. Number of attendees of all ages was 13% more than 2022.

A
TREASURER'S REPORT -
For July 31, 2023

The summary shown below reflects individual bank account balances.

<u>Operating Checking Account</u>	TD Bank # XXXXXXXX5373	Ending Balance:	\$ 9,608.88
<u>Expansion Checking Account</u>	TD Bank # XXXXXXXX5381	Ending Balance:	\$ 378,733.61
<u>Money Market Account</u>	TD Bank # XXXXXXXX5399	Ending Balance:	\$ 1,035,123.27
<u>Donation Checking Account</u>	TD Bank # XXXXXXXX5406	Ending Balance:	\$ 21,564.98
<u>Debit Card Account</u>	TD Bank # XXXXXXXX4672	Ending Balance:	\$ 2,000.00
		Total Funds:	\$ 1,447,030.74

<u>OPERATING ACCOUNTS</u>					
	<u>CHECKING</u>	<u>CAPITAL</u>	<u>MONEY MARKET</u>	<u>DONATION</u>	<u>DEBIT CARD</u>
OPENING BALANCE	\$ 10,535.81	\$ 378,733.61	\$ 1,112,435.47	\$ 21,509.26	\$ 2,000.00
RECEIPTS	\$ 80,091.50	\$ -	\$ 2,687.80	\$ 55.72	\$ -
DISBURSMENTS	\$ 81,018.43	\$ -	\$ 80,000.00	\$ -	\$ -
ENDING BALANCE	\$ 9,608.88	\$ 378,733.61	\$ 1,035,123.27	\$ 21,564.98	\$ 2,000.00
	Total Funds:				
					\$1,447,030.74

Submitted to Library Board of Trustees and entered as a part of the minutes of the Board meeting:

Date _____ Treasurer _____

A
TREASURER'S REPORT -
For August 31, 2023

The summary shown below reflects individual bank account balances.

<u>Operating Checking Account</u>	TD Bank # XXXXXXX5373	Ending Balance:	\$ 19,644.37
<u>Expansion Checking Account</u>	TD Bank # XXXXXXX5381	Ending Balance:	\$ 378,733.61
<u>Money Market Account</u>	TD Bank # XXXXXXX5399	Ending Balance:	\$ 957,717.80
<u>Donation Checking Account</u>	TD Bank # XXXXXXX5406	Ending Balance:	\$ 21,623.56
<u>Debit Card Account</u>	TD Bank # XXXXXXX4672	Ending Balance:	\$ 2,000.00
		Total Funds:	\$ 1,379,719.34

<u>OPERATING ACCOUNTS</u>					
	<u>CHECKING</u>	<u>CAPITAL</u>	<u>MONEY MARKET</u>	<u>DONATION</u>	<u>DEBIT CARD</u>
OPENING BALANCE	\$ 9,608.88	\$ 378,733.61	\$ 1,035,123.27	\$ 21,564.98	\$ 2,000.00
RECEIPTS	\$ 88,057.25	\$ -	\$ 2,594.53	\$ 58.58	\$ -
DISBURSMENTS	\$ 78,021.76	\$ -	\$ 80,000.00	\$ -	\$ -
ENDING BALANCE	\$ 19,644.37	\$ 378,733.61	\$ 957,717.80	\$ 21,623.56	\$ 2,000.00
	Total Funds:				\$1,379,719.34

Submitted to Library Board of Trustees and entered as a part of the minutes of the Board meeting:

Date _____ Treasurer _____

VOORHEESVILLE PUBLIC LIBRARY

Bill Payment List

July 21 - September 14, 2023

L2000 BANK ACCOUNTS		L200.10 TD BANK-OPERATING		Date	Num	Vendor	
		07/25/2023	44388			CDPHP	VOID
		07/25/2023	44389			Givvin Ferlazzo, PC	VOID
		07/25/2023	44390			The Corner Gateway	VOID
		07/25/2023	44391			CDPHP	\$ 365.10
		07/25/2023	44392			Givvin Ferlazzo, PC	\$ 360.00
		07/25/2023	44393			Highmark BSNENY	\$ 4,078.00
		07/25/2023	44394			The Corner Gateway	\$ 92.75
		07/31/2023	44395			Leiana Hawkins	\$ 120.00
		07/31/2023	44396			Tomatina Burch	\$ 85.00
		07/31/2023	44397			Grants Cottage	\$ 100.00
		08/03/2023	44398			Dell Marketing L.P.	\$ 1,497.91
		08/03/2023	44399			Malwarebytes Inc.	\$ 1,825.50
		08/03/2023	44400			Verizon	\$ 31.31
		08/03/2023	44401			Via Aquantum	\$ 350.00
		08/17/2023	44402			Adam Stump	\$ 187.50
		08/17/2023	44403			Butler Rowland Mays	\$ 3,049.32
		08/17/2023	44404			Sacred Space	\$ 212.50
		08/17/2023	44405			Altamont Enterprise	\$ 104.00
		08/17/2023	44406			Israel Singer	\$ 75.00
		08/17/2023	44407			John Love	\$ 685.44
		08/17/2023	44408			Lauren Sirkin	\$ 340.00
		08/17/2023	44409			Staples Inc and Subsidiaries	\$ 113.52
		08/17/2023	44410			TMobile	\$ 200.90
		08/17/2023	44411			Tom McWatters	\$ 200.00
		08/17/2023	44412			Village of Voorheesville	\$ 50.00
		08/17/2023	44413			Brodart Co. PA	\$ 49.34
		08/17/2023	44414			Kanopy	\$ 37.00

09/14/2023	44446	Brodart Co. PA	\$	105.23
09/14/2023	44447	Kanopy	\$	107.00
09/14/2023	44448	Midwest Tapes	\$	11.24
09/14/2023	44449	Baker & Taylor Books	\$	290.62
09/14/2023	44450	Baker & Taylor Books	\$	1,095.31
Total for L200.10 TD BANK-OPERATING			\$	37,921.77

Thursday, Sep 14, 2023 11:38:51 AM GMT-7