



**Fayetteville Free Library
Board of Trustees Meeting Minutes
December 5, 2023**

DRAFT

Present: J. Berg, P. Griffin, J. Resig, M. Russell, W. Shepard, A. Stone, W. Sunderlin, M. Whipps, H. Matzel, E. Burnham, L. Flanagan, L. Kraus, D. Gorman, K. Peirson, M. Cimino

Absent:

Excused: K. Blythe,

Call to Order:

Shepard called the meeting to order at 5:28 PM

Mission Moment:

Cimino and Peirson presented the history, statistics, a sample and the outcomes of the libraries Take and Make program that was started in 2020 in response to the COVID pandemic. Cimino and Peirson answered trustee questions and then left at the conclusion of this presentation.

Public Comment:

No public comments, no public attendees

Approval of Minutes:

Shepard called for a resolution to approve the September 26, 2023 minutes with two corrections as noted by Resig.

Whipps (M); Resig (S); unanimous approval

Review of Financial Reports:

Russell: YTD October financials- the library continues to operate with a net positive. The restricted funds balance continues to be managed through rotating treasury notes balancing interest earning potential and eventual access to funds for capital improvement plans. The finance committee met on 10/18/23 to review two capital improvement projects that were recommended by the facilities committee. The finance committee agreed to proceed with the proposed projects, the expenses will be managed within our existing operating budget. If necessary the restricted capital projects account will be utilized.

Shepard called for a motion to accept the treasurer's report as presented:

Stone (M); Sunderlin (S); unanimous approval

Report of the President:

Shepard – thanked Ludwig and Wheeler for their service; welcomed Berg and Griffin; reported on her recent volunteering at the November FFL Book Sale. Shepard received feedback from attendees that the FFL book sales are by far the best book sales. 2023/2024 board committees will need to make the goals for the year and add them to the committee template. The

Governance Committee will review and provide feedback. Shepard encouraged the other trustees to make a financial contribution to the FFL.

Resig was dismissed at 6:00 PM.

Report of the Executive Director:

Matzel presented a summary of library activities for September and October. Some highlights included the Halloween Story time, a visit with Senator Mannion and a 19% increase in program participation over September/ October 2022.

Board Committee Reports:

Governance- Kraus reported that the committee had met and reviewed the policy review schedule. They discussed the current policies up for review including the Safe Child Policy and the Community Display Policy. The Safe Child Policy will be discussed in the next Youth Services Team Meeting and a recommendation will be proposed. There was extended board discussion about the Community Display Policy so:

Shepard called for a motion to table the Community Display Policy revisions until January so that more research can be done.

Shepard (M); Griffin (S); unanimous approval

Facilities- Sunderlin reported that the Facilities Committee met in October and recommend the library proceed with gutter installation on the west wing and upgrades to the current HVAC system. Future grant opportunities for green energy projects and the completion schedule for the current green space project were also discussed.

Board Action Items:

Matzel and Kraus presented the 2024-2028 Library Strategic Plan- the board discussed the individual sections of the plan.

Shepard called for a motion to approve the 2024-2028 Library Strategic Plan with the change of the board member picture:

Whipps (M); Sunderlin (S); unanimous approval

Adjournment:

Shepard called for a motion to adjourn. 6:33 pm:

Stone (M); Griffin (S); unanimous approval

Respectfully submitted:

Laurel Flanagan- Operations & Facilities Manager