**Town of Johnsburg Library**

Board of Trustees Minutes

December 4, 2024

Submitted by Steve Thomson/Secretary

Meeting called to order at 5:00 pm by President Robert Eberhard

**Attendance:** Present: Anita Abrams, Danielle Bonano, Robert Eberhard (President), Cheryl Gillespie, Carrie Mason, Marlena O’Mealy, David Pede, Steve Thomson, Shannon Wood

Absent: (none)

**Approval of Minutes**: November 6, 2024 approved.

*Moved*: Danielle Bonano

*Seconded*: Cheryl Gillespie

**Approval of Warrant**:

**Motion** to approve (1) warrant *passed*.

*Moved*: Anita Abrams

*Seconded*: David Pede

**Library Director’s Report** (Carrie Mason)

-Carrie circulated the written report as of December 4, 2024 along with the December schedule of events at the Library. It was noted that technology usage and checkouts on Overdrive were brisk. Hoopla had 4 new patrons so usage is growing. $250 was deposited which is a donation from the Adirondack Foundation.

-3 Staff PC’s have been ordered. The Swank Movie License has been renewed ($380).

-Noted also was that Linked in Learning is still planned, pending discussions with the agent, and 5 Yoga Story Time sessions are confirmed for January

-Carrie continues to work on solutions for training on the tablets purchased for the staff.

-Carrie asked the Board to approve advertising for another Library Clerk to serve as a substitute when needed. This involves no financial outlay. The Board approved this move.

-There was a discussion surrounding the Town’s earlier consideration of realizing budget savings by removing funds from the Library staff health insurance fund. While this will not happen, there seems to be a basic misunderstanding on the Town Board as to who is responsible for the supervising of the Library staff conditions of employment and personnel funds. Therefore, at the suggestion of Sarah at SALS, Bob, Shannon, and Carrie will convene to draft a “Memorandum of Understanding” that clarifies the Library Board of Directors role in administering the employment of Library staff with Town funds. Hopefully this will prevent potential future threats to essential contractual support for staff.

**Old Business:** (None)

**New Business:**

-This is Cheryl Gillespie’s last meeting for her current term on the Board and The President and the rest of the Board of Directors thanked her enthusiastically for her service, especially her work as Financial Officer. Danielle Bonano has agreed to take over this role and will be working with Cheryl to get up to speed.

Other officers (Bob Eberhard, President: Shannon Wood, Vice President: Steve Thomson, Secretary; Anita Abrams, Communications Officer) agreed to continue their roles for the next year.

**Motion** to adjourn the meeting at 5:45 pm *passed.*

*Moved*: Cheryl Gillespie

Se*conded*: Anita Abrams

**Next Meeting – January 8, at 5 pm**