Town of Gainesville Public Library

Board Meeting of October 14, 2024

The meeting was called to order by Joyce Norman, Chairman at 6:00 pm and the roll call of those present taken.

Present:  Joyce Norman

  Kaitlyn De Jesus

  Sue Randall

  Becky Mann

Jessica Grasby

Sue Fallon

     Carl Jines (Town of Gainesville Board)

Dave Granger (Town of Gainesville Board)

The quorum of members was reached. The pledge of Allegiance started the meeting.

Dave Granger, Town of Gainesville Report:

* Emailed Thompson about insurance (On Vacation till 10/5)
* Talks about cyber security
* Fence by ac unit can be maintained by the left over $200 for grant
* Discuss big projects and bring them to Town meetings after the first of the year so they can budget for the following year.

Kaitlyn De Jesus read the minutes from the September meeting. A motion to accept the minutes was made by Sue Randall; Seconded by Kaitlyn De Jesus; Yeas ALL; Nays NONE.

Joyce Norman, Director Report:

* Warsaw Library has hours in Penny saver, we could think of doing this.
* Harold has free advertising for activities in communities.
* November meeting is the annual meeting.
* Civil Service needs a month to put together the test.
* Timesheets need to be approved by all trustees.
* Certificates for new trustees.
* Report to Community is being done by Becky.
* Checking with other Libraries, $800 for premium insurance.
* Trustee terms are from January 1 to December 31.
* Budget talks about Becky’s evaluation.
* Joyce coming in for Budget on October 21 at 4pm
* Talk with Sam about Budget
* Words of Wisdom
  + Tape the classes online
  + Read the blue book
  + Always ask questions.
  + Don’t pass the buck, look for the answers.
  + Not one person is the board, we are all the board.
  + Stop beating on each other, we must support each other.
  + Pretend to like each other, we are here for the community.
  + Follow the law and rules.

A motion to table the Civil Service exam was made by Sue Randall; Seconded by Kaitlyn De Jesus; Yeas ALL; Nays NONE.

A motion was to accept Jessica Grasby into the Town of Gainesville Public Library was made by Sue Randall; Seconded by Kaitlyn De Jesus; Yeas ALL; Nays NONE.

Becky Mann, Director Report:

* Bills are $7,500.09.
* Finishing report for community.
* Working on budget to the State and school vote.
* Circulation was 564.
* Word is out about Tuesday Morning Storytime, more kids coming.
* Asked to partner with Arts for Learning.
* Edner finished outside.

Kaitlyn De Jesus, Secretary Report:

* Trunk or Treat, we received a donation from Creative Foods Ingredients, we will be sending out Thank You letter.
* Updating Contact Forms for Library.
* Paperwork and Policies that need to be added to the Website have been printed and handed out to Trustees to look over and sign.
* The Board members would like an extra key to the Library in the case that we need to look at policies when Library isn’t open. I will send an email to Dave and see if we can get one.

A motion to get wrapped candy and snack bags donated to the Library for Trunk or Treat was made by Kaitlyn De Jesus; Seconded by Sue Randall; Yeas ALL; Nays NONE.

Vouchers of $7,500.09 were presented for review and accepted. The cash draw and petty cash holdings were presented for verification. Kaitlyn De Jesus did a review of the transactions for August. A motion was made by Kaitlyn De Jesus; Seconded by Sue Randall; Yeas ALL; Nays NONE.

A motion to adjourn the meeting at 7:40pm was made by Kaitlyn De Jesus; Seconded by Sue Randall; Yeas ALL; Nays None.

Budget committee work on Monday 10/21/24. Bring calculators

Next Budget Meeting October 28,2024 at 6pm

Next Board Meeting November 11,2024 at 6pm

Respectfully Submitted: Kaitlyn De Jesus