

**AFTON FREE LIBRARY**  
**Board Meeting, March 21, 2023**

**PRESENT:** N. Andrews, W. Caldiero, L. Granger, L. McGraw, D. A. Ouimet; Staff: M. Arnold, R. Bogart, C. Burdette, N. Caldiero; Guests: Bob Granger, Joanne Aumann.

The meeting was called to order by President Leslie McGraw at 5:30.

**ERTC:** Bob Granger Spoke to the board about his experience with the IRS Employee Retention Tax Credit, what it is and how we can find out if the Library is eligible for it. He said that clients of his firm have had good experiences using a Tax Rebate Specialist who can do the preliminary inquiry to the IRS for no charge and if the inquiry indicates that the organization is eligible than he will do the filing and charge 15% of what the IRS remits to the organization. The Tax Rebate Specialist he recommends is Dave Wilkerson who would work with Christine to get our information. After discussion the board decided to ask Dave Wilkerson to be in touch with Christine to put through an inquiry to the IRS.

**FINANCIAL REPORT:** Christine explained the problems on the October/November reports and will send out a revised report. The checking account balance on 1/31/2023 was \$98,139.07 and the savings account balance on 12/31/22 was \$40,326.55 and the CD balance on 12/31/2022 was \$76,172.85 for a total of \$218,279.43. The checking account balance on 2/28/2023 was \$94,384.96, the savings account balance on 12/31/2022 was \$40,326.55 and the CD account balance on 12/31/2022 was \$76,172.85 for a total of \$214,525.32. The board reviewed the invoices #120-127 for January (\$3,152.07) and #128-133 for February (\$3,268.11). We reviewed the Budget Reports and asked Christine to add a line to the Income section for "From Savings." The Financial Report was placed on file for review.

**MINUTES** of January 17, 2023, regular meeting were approved as written. The minutes of the January 17, 2023, Annual Meeting were reviewed and placed on file for approval at the 2024 Annual Meeting.

**LIBRARIAN'S REPORT:**

- Ramona is finishing up the Annual Report. Christine will be giving her the financial information. Steve Bachman has requested that the member libraries submit their reports by the end of March. Because of additions and changes required by NYS it has become increasingly difficult for staff to complete the Annual Report in the time given. Ramona will add up the time that was needed to finish the report this year. We will discuss this at the next meeting to determine changes that may need to be made in staff work schedules.
- Ramona reported that she has given staff evaluations to Sean and Michelle. She will be giving Shelley hers shortly.

- The full Librarian's Report including statistics for January and February 2023 is attached.

#### **MICHELLE'S REPORT:**

- Michelle said that because of Joanne Aumann's and her work schedules she is requesting that the Summer Reading Program this year be given on either Mondays or Fridays. After discussion the board decided to have it on Mondays from 1:00 to 3:00.
- Michelle reported that storyteller, Big Chuck D'Imperio has moved from the area and is no longer available for programs.
- Ideas for new programs were presented: Linda reported that Sonnet Meres Constable has volunteered to do craft programs; Michelle reported on a man who does programs on growing heritage plants. She will check whether he does the program for children as well as adults.
- Michelle reported that she got many good ideas for programs from the Webinar, "Big Programming Ideas for Small Libraries." She will be trying some of them here.
- Michelle's full report is attached.

#### **OLD BUSINESS:**

- Filing system – Joanne Aumann will take on the job of organizing our filing system when she begins work.
- We will add three board meetings to our schedule: February, April, and October. We feel that we have so many more important projects and requirements that we need to add these meetings so that they get proper attention and discussion.

#### **NEW BUSINESS:**

- Leslie reported that Anna Haynes, former Financial Officer for the library, is interested in becoming a Trustee.
- Leslie will be investigating sample Employee Contracts that we can use when hiring new staff.
- The board discussed ways that we can work more closely with the School in order to get information about the library to the students and to interest them in coming to the library.
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**ADJOURNED:** 7:25      **NEXT MTG:** April 18, 2023 at 5:30

Respectfully submitted,

Wendy Caldiero, Sec'y