

February 2024 Meeting Minutes of The Milford Free Library Board of Trustees

64 South Main Street, Milford NY 13807
PO Box 118, Milford NY 13807
(607) 287-9076; mi.ill@4cls.org



Meeting Held:	Monday, Feb 5, 2024; 3:30-4:30pm At the Milford Free Library @ 64 South Main Street, Milford NY
Board Members Present:	Crystal Huffstickler Judy MacLachlan Maria Meyer Kathy Shirm Vera Sosnowski
Board Members Absent:	None
Also Present:	Karen Zimba, Library Director Susan Stockdale, Library Assistant Marie Petta, community member

I. Opening of the Meeting, *Maria Meyer*

- A. **Call to Order:** The meeting was called to order at 3:37p by Maria Meyer.
- B. **Additions to the Agenda:** NA
- C. **Adoption of Past Meeting Minutes:** On the motion of Maria, seconded by Judy, the Board approved the minutes of the Dec 2023 meeting. All in favor.

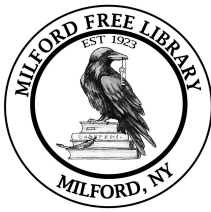
II. Reports

A. President's Report, *Maria Meyer*

- Welcome to community member Marie Petta, who may be interested in joining the Library Board

B. Library Director's Report, *Karen Zimba*

- **Professional Development:** attended ASRL ADA Grant walk through; 'Web Site and Annual Report to the Community' webinar; Libby webinar; Transactions section of NYS Annual Report webinar; CLiC Virtual Winter Workshop (social media for rural libraries); *upcoming* Preparing for the Solar Eclipse; 1000 Books before Kindergarten webinar; *upcoming* Blue Cloud Training with Brian Lee (4CLS) and refresh on Word Press website navigation
 - To be added to website: **State of the Library section**- short and sweet, can be updated yearly or whenever



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- Annual Report Karen and Susan will do some physical counting of books
- **Solar Eclipse** - Karen will be getting glasses and handing out for free to interested community members
- **Organization** - areas of library updated, organized; bar coding continues on non-fiction section; corrected hours for Milford Free Library on MapQuest and other library info on Libraries.org; computers will be updated to Windows 11 soon; would like to move desk
- **Circulation** - interlibrary loans are increasing!; local MCS student Jack Yorke will coordinate a walking tour of Milford history and include the Milford Free Library
- **Summer Reading Program** - see below
- C. **Treasurer's Report, Vera Sosnowski**
 - Vera will send update out via email to all Board members
- D. **Secretary's Report, Crystal Huffstickler**
 - Meeting minutes posted to Library website
 - Karen will continue to contribute to the MCS Newsletter

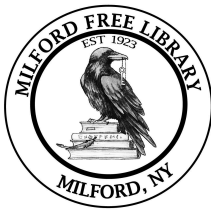
III. Old Business

A. 2024 Summer Reading Program

1. Theme - **Adventure Begins at the Library**
 - a) Upcoming webinar - 2/15/24
 - b) Local Performers - will coordinate with MCS Summer Crop Program
 - c) Karen continues to be in touch with MCS Librarian Josh Cornish

B. Barbara Campbell Memorial Scholarship Fund

1. Discussion - would like to start this year - 2024, amount: \$100
2. Committee - Crystal, Karen, Marie P
3. Vera will get a copy of Library's other scholarship application from MCS



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C. Library Renovations

1. Options: expanding wall - last quote from Will Craft was 4 years ago, relocating library - no viable options
2. ADA accessibility; Safety considerations
3. Architecture and Design - finding the right service person
4. Need to discuss with the Village Board and Fire Dept

D. Strategic Planning

1. Discussion of library goals re:development - needs future discussion

IV. New Business

- A. New Board Member: Marie Petta was nominated by Maria Meyer to join the Library Board of Trustees; vote - all in favor. Welcome Marie!

V. Adjournment, *Maria Meyer*

On the motion of Maria, seconded by Crystal; the Board resolved to adjourn the meeting at 4:25. All in favor.

****Next Meeting scheduled for Monday, April 1, 2024; 3:30-4:30p; at the Library; subject to change****

Respectfully Submitted,

**Crystal Huffstickler
Board Secretary**

**Trustees of the Milford Free Library,
Milford NY:** in alphabetical order:
Crystal Huffstickler, Judy MacLachlan, Maria Meyer; Marie Petta, Kathy Shirm & Vera Sosnowski

Library Director: *Karen Zimba*
Library Assistant: *Susan Stockdale*