

Meeting Held:	Monday, June 2, 2025; 3:30-4:30p		
Board Members Present:	Crystal H Maria M Marie P Kathy S Vera S Judy M	Board Members Absent:	NA
Also Present:	Karen Z, Library Director Susan S, Library Assistant		

I. Opening of the Meeting, *Maria*

A. Call to Order: The meeting was called to order at 3:23p by Maria Meyer.

B. Adoption of Past Meeting Minutes: On the motion of Maria, seconded by Crystal, the Board approved the minutes of the April meeting. All in favor.

II. Reports

A. President's Report, *Maria*:

- The new Library Budget that included a tax increase passed on 5/20/25 with 125 'yes' votes, 72 'no' votes
- Reminder - all trustees are required to attend 2 hours of training (in any content area) per year and should present certificate of completion to Maria; Vera will keep track of hours

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

- 4CLS Newsletter
- Annual 4CLS Library Dinner - encouraged trustees to attend in coming years
- Summer Reading Challenge - theme: Color Our World; going to MCS 6/16 to present; supplemental activities such as Nate The Great (juggler) 7/1 at 6p, Read&Bead planned
- Purchases - puppets, display board, children's books (+ 6 free books from Hartwick Library's Preview of Children's Collection)
- Donations - 2 large monitors hooked up to patron computers from 4CLS; bag set (Terry Church) and shredder (Barbara Buriello) for raffle
- Barb Campbell Award - presented to 8th grader at award ceremony on 6/16 at MCS; will also plan Cookies & Conversation July date for all applicants
- Annual Book Sale - see below
- Audio Circuit - audiobooks are on last cycle, service will cease and Milford can keep the cache; Karen will barcode

C. Treasurer's Report, *Vera*:

- Financial Reports for April and May 2025 presented and reviewed, no questions; reports accepted by Board

D. Secretary's Report, *Crystal*:

- NA

III. Old Business

A. Annual Book Sale

- Sale occurs 9a-3p (staffed 8a-4p); set up will occur Friday evening
 - a) Coverage coordination: Susan, Karen, Maria, and Vera all day; Judy and Kathy can contribute hours
- Bags - \$3 for Maria's handmade bags, \$2 to fill own bag; donations also accepted
- Received community book donations; soliciting help for set up/break down; raffle will occur with prizes (noted above); thank you notes to donors of gifts after raffle (Crystal)
- Rain plan is to move books into Fire Dept bay (Vera will check on this)

B. Community Survey - Review and discussion

- Outreach - focus on catchment of school district; paper copies at the library for people outside of this catchment zone but who come into the library; possibly use Survey Monkey for digital survey options
- Paring down survey - desire for good data while also maintaining purpose of collecting information for strategic planning
- Rating scales - change to qualitative data: e.g., what do you like about our library?
- Board will conduct second review of survey questions and provide further feedback

C. Construction Update

- Awaiting on start date from Will Craft; Board would like construction timeline for planning purposes; Karen will reach out to Dave West to support in facilitating construction date with Will Craft

IV. Other: NA

V. **Adjournment:** On the motion of Maria, seconded by Vera, the Board resolved to adjourn the meeting at 4:07p. All in favor.

****Next Meeting scheduled for Monday, August 4, 2025 at 6:30p; subject to change****

Respectfully Submitted,

Crystal Huffstickler

Board Secretary

Trustees of the Milford Free Library,

Milford NY: in alphabetical order:

*Crystal H, Judy M, Maria M;
Marie P; Kathy S & Vera S*

Library Director: Karen Zimba

Library Assistant: Susan Stockdale