

South New Berlin Free Library
Quarterly and Audit Meeting
December 5, 2023

Board Members Present: Scott Stensland, Elaine Clum, Kathie Burnside, Bob Decker, Laura Riddle, Carrie Lewis

Absent: Tom Bryden

Staff Present: Robin Avolio – Director, Paul Rowe – Accountant

Public Present: None

The meeting was called to order at 5:30 pm by President Scott Stensland.

The agenda was reviewed and adopted on a motion by Elaine Clum, second by Carrie Lewis and passed.

We did a self-audit of the general ledger for the period from January 1, 2023 to December 31, 2023 with our accountant Paul Rowe. Motion by Bob Decker, second by Elaine Clum to approve. Passed.

There was discussion about moving some money into a different account to get more interest. No decision made at this time. The library hasn't received the check from the school for \$51,500 which was approved by voters in May. Elaine will call the school to check on this. Paul said we usually receive this in mid-November.

Minutes from the October 18, 2023 were reviewed and approved on a motion by Elaine, second by Carrie.

The third quarter financial statement from the accountant was approved on a motion by Elaine, second by Carrie.

The 2024 4CLS Service Subscriptions recommended by Robin were approved on a motion by Bob, second by Laura.

Robin presented bills which were approved on a motion by Elaine, second by Carrie.

Robin shared the proposed 2024 Holiday Closing Schedule which was approved on a motion by Elaine, second by Kathie.

Under Old Business, Robin has done some research on getting the book *Ye Olde Crandallstown* reprinted. The approximate cost to print 50 books is \$250. She will work on this. Motion by Bob, second by Elaine and passed to move forward on this.

Carrie reported work has begun on the can cabana which will be placed outside.

Some paintings from Marie Lusins were given to the library. Scott agreed to put them on Ebay and see if they will sell.

Under New Business, Kathie led a short presentation on a library webinar sponsored by the NY Library Association she attended by zoom titled *Defending the Freedom to Read: Policies, Procedures, and Civic Engagement* presented by Jaime LaRue. There was good discussion about this.

It was mentioned that it would be a good idea for us to review the policies we currently have.

The next meeting will be January 16, 2024 at 5:30 pm and will include election of officers.

Meeting adjourned at 7:05 pm on a motion by Bob, second by Elaine.

Kathie Burnside,
Secretary

ATTACHMENT to 12/5/23 Audit Minutes

Items discussed at the time of the audit and verified include:

1/6/23	Advanced Fire Prot	\$169.00
1/18/23	The Hartford	\$76.02
2/7/23	SYNCB/Amazon	\$414.54
3/10/23	Junior Library Guild	\$10.00
4/29/23	Earlville Opera	\$5,000.00
5/20/23	Chenango Code E	\$40.00
6/28/23	Nan Hoffman	\$250.00
7/14/23	PayPal	\$140.95
7/15/23	Chenango County	\$120.63
7/15/23	SchoolLife/Image	\$32.70
7/15/23	Town of New Berlin	\$60.00
8/21/23	DEMCO	\$101.73
9/29/23	Philadelphia Insurance	\$836.00
10/20/23	Niagara Aquarium	\$120.00
10/31/23	EFTPS	\$1636.46
11/4/23	David Montgomery	\$ 25.00
12/2/23	Larry Abrams	\$450.00