

South New Berlin Free Library
Trustee Election Meeting
January 14th, 2025

Trustees Present: Bob Decker, Carrie Lewis, Gary Smith, Laura Riddle, and Samantha Kemnah
Absent: Kathie Burnside
Staff Present: Robin Avolio-Director
Public Present: Vikki Cates

The meeting was called to order at 5:32 by Laura Riddle, Vice President.

The agenda was reviewed and adopted on a motion made by Bob, second by Carrie, and passed.

There were no public comments made.

The minutes from December 5th, 2024 were reviewed. Minutes were approved on a motion by Bob, second by Sam, and passed.

The Trustee Election was held. Everyone present voted, the four incumbent members will continue for their full term. Votes were tallied by Robin and checked by Sam.

Library Director, Robin Avolio presented the bills from the last month. They included the Insurance bill, for one year, this covers liability and structure for \$1,704.98. A motion was made by Bob to approve, second by Carrie and passed. The second was for Loitsch Construction for insulation and drywall for \$20,200. This bill has gone through the engineers and they deemed it acceptable. A motion to approve this bill was made by Sam, second by Bob, and passed. The third bill was from the Engineers for a total of \$220, a motion was made by Bob, second by Carrie, and passed.

The construction project is progressing. The museum is closed for the duration of this project.

There was no old business to address.

Under new business it was discussed that the Annual Report portal is now open and its due date is Feb 24th. The Community Arts and Stewarts Grants are now open to apply for. There will be an Advocacy Day in Albany in February. For us to join the pilot program with Amazon it was discussed that to sign up the library needs a credit card. Discussed getting the library its own credit card with a low limit of \$250. This would eliminate needing to reimburse for Pennysaver ads, etc. The merits of credit vs. debit cards was discussed. A motion to approve a credit card with a limit of \$250 was made by Gary, second by Sam, and passed.

The next meeting will be January 21st at 5:30 pm. This will be the audit/quarterly meeting. The following quarterly meeting will be April 15th at 5:30.

The meeting was adjourned at 6:12.

Carrie Lewis, Secretary