MEMO TO: PUBLIC

FROM: Library Board Secretary

RE: Kennedy Free Library

Bi-Monthly Board Meeting

SUBJECT: Library Board Meeting Minutes

DATE: March 21, 2023

Members Present: Cody Whitton, Sue Abbey, Barb Czerniak, Shannon Barnhart, Michelle Swanson, Alicia Lindquist, Dawn Swanson, Steve Kimball

Members Absent: Kathleen McGough Johnson, Kevin Honey

Community: Kelly Snow

The March 21, 2023 Kennedy Library Board Meeting was brought to order at 5:39pm by President Cody Whitton.

**Secretary Report:**

 In Kathleen’s absence, members read the minutes on their own.

 First: Cody Second: Steve

**Treasurer’s Report:**

 **Kevin is absent and the treasurer’s report will be emailed to board members soon.**

**Librarian’s Report: Dawn**

1. Groups/ Programming Report: Lego and Teen Book Club are doing well. The Library has many groups that meet in the facility and the Homeschool group just started.
	1. The DAR and SAR are bring information to the library for anyone interested. The date is March 22nd.
	2. Dawn is proposing a new club for teens. It would be a monthly Coffee Club for Teens. The purpose would be to establish and continue relationships with the local teens. Some attend the Teen Book Club and others do not. Dawn is looking into funding and has a list of needed supplies. $300.00 would be needed to get it started.
		1. Discussion of volunteers to help staff it, reaching out to Tim Horton’s or Starbucks to assist, or Joe at the Shur Shine (He’s is town T, W, Th according to Kelly and she has his number.
2. Book Sale: Set up will be at 5pm on March 22nd. It will run from March 23-25. The 23rd pre- sale is for the Friends of the Library.
3. Grants, Donations, and other Money.
	1. Dawn is writing a grant to the United Arts Appeal of Chautauqua for art supplies. Supplies needed will cost $391.58
	2. Dawn sent in a grant to the Falconer Region Community Foundation for a shed .
	3. Dawn is also looking into the Anderson-Roushe Grant which would allow for monies to cover payroll for up to 10 hours a week for a specific job.
	4. Jennifer Yata donated a filing cabinet. The cost was $360.00 from Geer-Dunn.
	5. The Give Big event is June 8th. Dawn is planning on meeting with Juli Peterson to discuss reaching a wider audience to bring in more money.
4. The Summer Reading Program is fully booked with the Kennedy Fire Department, state troopers, boy scouts, the observatory, Jamestown Community College, Habitat for Humanity, and red cross.
5. Dawn attended the Creative Learning Workshop where she learned about paper circuits and map poetry. It was a great workshop.
6. The Policy Committee is aware that we need another internet policy for safety.
7. New to us furniture has been delivered and set up downstairs. The desk is in place and IT will help set up the computer and printer for it. The table will be painted to fit the décor downstairs.
8. Dawn is making plans with the new town rec director, Regina Hoyt, for Easter. Dawn would like to have an Easter Bunny to go along with the Easter Egg Hunt. Michelle volunteered to wear the costume that Dawn will purchase. The amount is under Dawn’s allotted amount and will not need board approval.
9. There is still money coming from the Walrod money so $546.00 more will be coming to the Library.
10. Dawn had o purchase a new vacuum. The amount is under Dawn’s allotted amount and did not need board approval.
11. Dawn forwarded an email from the CCLS about the handbook and being a board member. Members should go through the handbook.
12. There is a new to us small desk for tele-med appointments.
13. The Kennedy Blab.
	1. Dawn writes it in her own time with paper from the town and she purchases ink.
	2. The first edition was published in February.
	3. Sue reminisced about the original Kennedy Blab and appreciates it coming back. Sue reached out to Dale Erikson and he is sending a few original copies and an introduction.
	4. Kelly will ask Bonita to put it on the Town Facebook page.

First: Cody Second: Sue

**Committee Reports:**

1. No committees met this cycle.

**New Business:**

1. Cody reminded

**Executive Session:**

1. Wages
	1. Kevin did increase wage budget.
	2. Lois (cleaner) increases to $14.50.
	3. Dawn (director) increased by $.70 to a total hourly of $18.25.
	4. Shannon (assistant) increases to 14.50.
	5. Wages are effective tomorrow January 18, 2023.
	6. Cody will go over review with Dawn.

First: Cody Second: Steve/ Barb

Meeting adjourned 6:54 pm.

Next meeting will be on March 21, 2023 at 5:30pm.