

Tenney Memorial Library  
Board of Trustees Meeting  
August 22, 2024

Present: Jennifer Fischer (Chair), Tom Beers (Treasurer), Wayne Richardson (Auditor), Kathy Gale (Secretary), Barbara Briggs, Mary Burnham ( Library Director)

The meeting was called to order at 7:00.

1. The minutes of the June 20<sup>th</sup> meeting were approved.

2. The treasurer reviewed the report. Please see the balance sheet and statement of financial activities, as well as Tom's email, for details. Of note, the bill for the phone from Consolidated is increased to 94\$ per month, which will increase annual costs to upwards of 300\$. Alternatives were discussed. Wayne will contact Consumer Cellular to see if they can provide land lines. Spectrum currently supplies internet. It was agreed that reliable internet is a high priority. Mary is attending a webinar regarding the grant application process, so we are closer to sending out the application for heat pumps. \$7000 is designated to plug the air leaks in the attic, for temperature control and to maintain the environment to protect books and computers. The budget was decreased last December to 500\$ for substitutes, but we spent 700 in July due to the Library Director's absence.

3. Please see the Library Director's Report. Mary reports that the subs did a good job and kept things going while she was out. The Howard Coffin event was well attended. The Democratic Caucus met at the Tenney, and Third Act has been meeting twice per month to work on the "Get Out the Vote" initiative.

Mary is planning to work with NES on the Clif Year of the Book.  
Mary ordered 11 audio books through the Frances Mallary Fund.  
Mary asks for suggestions for speakers to sponsor next year.

4. Wayne gave the Maintenance Committee report. The insurance company suggests checking the fire extinguisher in the basement monthly along with the ones upstairs, improving the railing on the basement stairs, and installing a warning system to notify the fire department, should a fire start while the library is closed.  
The work on the attic windows will start next week.

5. The estimate to remove bat guano from the attic is \$5,800 from GW Salvage. Serve Pro is coming September 10 to provide an estimate.

6. There was some discussion about a new board member, but no agreement has been reached. Will discuss at the next meeting.

7. Jennifer, with assist from Patti, has revised the Library By Laws and Policies. Copies were provided for review by the board. Any suggestions for changes will be discussed at the next meeting

8. A silent Auction will take place at the book sale; we have 8-9 items so far. They will be displayed from September 7 until the book sale. Barbara will provide bid forms.

9. Under other business: Tom reports all is ready for Uncommon Jam but needs more people to work at the event.

It was unanimously decided to accommodate Carol Cottrell while she recovers from her recent illness, Barbara will arrange for her to attend the next meeting via Zoom.

The next meeting is set for October 10, 2024 at 7:00.

The meeting adjourned at 8:25

Respectfully submitted,  
Kathy Gale  
Secretary

The minutes are not final until approved by the Board of the Tenney Library at the next meeting  
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