

**LAKESWOOD MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
December 12, 2024 7:00 PM**

CALL TO ORDER/ROLL CALL

Present

- Chris Swanson (Secretary)
- Shannon Taylor (Director)
- Lissa VanDewark
- Nick Spry (Vice President)
- Jade Barber
- Mitch Klein

On Phone (non voting)

- Nancy Padak (President)

Absent

- Lisa Yaggie
- Maria Malmström
- Lynn Kinnear

A quorum was determined to be present and Nick Spry called the meeting to order at 7 p.m.

Additions/Corrections to Agenda

- Add book sale
- Add library closing dates for 2025

FINANCIAL REVIEW

Cindy Saxton of Saxton, Kocur, & Associates provided the 2023 Financial Review

SECRETARY'S REPORT

Jade made a motion to approve the October 15, 2024 minutes with the correction that Lissa's last name should be spelled VanDewark. The motion was seconded by Mitch and passed unanimously.

TREASURER'S REPORT

Mitch met with the LML's fund manager and the investments are in excellent financial health.

DIRECTOR'S REPORT

The library is projected to run a modest deficit due to unplanned capital expenditures (hot water tank, lighting, HVAC), however the investment income will offset it.

Shannon reports that the upward trends in library usage continue, and it is expected the last year's records will be surpassed.

The NYS Bullet aid was awarded and will cover replacement of the original chairs in the library.

Program Report

The teen program is growing. Two new programs are launching for homeschoolers and digital literacy. The grant funded art programs are selling out. A request for program sponsors will be going out in January.

STANDING COMMITTEE REPORTS

Library Development Committee

- The annual appeal from November has yielded \$2350 so far.
- The November book sale made \$885.

Executive Committee

No report

Personnel Committee

The bookkeeper's salary will be increased by \$50/month to ensure compensation stays above the level of minimum wage.

The committee commends the performance of the staff in 2024 and is including raises in the proposed 2025 budget. Minimum wage is increasing to \$15.50 and all staff will be adjusted accordingly.

The library will be covering the executive director's health insurance in 2025 per their contract. Health benefits will cover minor dependents in 2025.

OLD BUSINESS

2025 Budget

The 2025 budget is similar to 2024. Notable changes to income include the increased 259 revenue and the fundraising goal was lowered slightly. The increased revenue is offset by increased expenses for wages, benefits, and utilities. Program funding is also being increased to support demand/usage.

Mitch made a motion to approve the 2025 budget, which was seconded by Lissa. The motion passed unanimously.

NEW BUSINESS

Holiday closings for 2025

In years past, the LML has tried to stay open on school holidays as a service to the community, however actual usage on those days has been low.

Additional closings will be added for:

Martin Luther King Day (1/20/2025)

Juneteenth (6/19/2025)

ADJOURNMENT

Jade made a motion to adjourn, which was seconded by Mitch. The meeting adjourned at 7:58 p.m.