

Board of Trustees meeting on March 20, 2023

Present: Kris Ely, Stephen Spero, Fred Cicilioni, Jeff Burkett, Cathy Harter, Brian Lione, Jim O'Pecko, Joann Reimel, Eileen Baessler, George Conner, Ann Reed, Dawn Augenti, Chris Catterson, Angie Zick, Kathy Matis, Bonnie Yuscavage, Jason Miller

Absent: Vicky Calby, Craig Benson

Call to Order: Steve Spero called the meeting to order at 4:00 PM
This meeting was held at the Forest City Library.

A motion was made to approve minutes from Feb 21, 2023. The motion passed.

Kathy Matis stated that there was a guest speaker at this month's finance meeting to discuss insurance related issues. The committee was able to see fund-raising activities from each of the branches. There was a discussion with Kris Ely about moving money from unrestricted accounts to restricted accounts. A policy is needed for the Historical Society funding and funds.

There is an insurance claim for damage that occurred at the Montrose Library. The library will be reimbursed approximately \$3K. The committee also discussed moving the lottery.

Kris reviewed the Historical Society finances that were in Amy's files. It shows that \$93,479 is specified for the Historical Society. Kris will transfer this to the Vision's saving account. Kris wants to transfer \$200K into the People's operating fund. Chris Catterson stated that he needs to get signatures updated at the First National Bank. The Visions savings account will be just for the Historical Society.

Steve wants the finance report available on Tuesday before the finance committee meeting.

The plan is to move the lottery picnic to Green Gables on September 16, 2023. Due to postal mailing rules, there is no need to purchase a ticket to attend the picnic or to receive a ticket. A flyer will be mailed out advertising the lottery and other fund-raising events.

Financial investments of greater than \$25K shall be approved by both the financial committee and the full board. A motion was made and passed to allow Kris Ely to move \$93,479 to the Visions account.

Move \$200K from First National Bank to People's operating account. A motion was made and passed. Peoples will be our operating account.

Internet fees for Forest City need to be reviewed. It appears that NEP needs to be billed for reimbursements. Financial reports should be sent to branch managers for review.

A motion was made to approve written reports. This motion was approved.

Lauren Canfield discussed plans for the new leased space at the Forest City branch. It includes painting, shelving and a seating area. The STEAM area will be moved into this area. NEIC should review plans for ingress and egress at the new leased space. It is possible that FCR high school students may want to perform a senior project related to updating this new space. Plans for this project need to be made and then the work will need to be let out to bid. Currently there is \$20K available for this project.

Brian Lione reviewed the policy for branch representatives to the board. He sent a written report to the board. A motion was made to approve the new board liaison policy and the policy has passed.

Steve Spero said that anticipating approval of the new policy regarding location representatives, the Board Development Committee is recommending Angie Zick as the Hallstead-Great Bend representative. As no board member objected, Zick is appointed.

Kris Ely said that the state report is finished and in the hands of the district representative. Part of the report shows that the library hit the 12% requirement for purchases. Also, the library is now open the right number of hours.

County funding will be coming after receipt of tax revenue.

The next meeting is in Susquehanna on April 17, 2023 at 4:00 PM.

A handwritten signature in cursive script that reads "James A. O'Pecko".

James A. O'Pecko - Recording Secretary

