

Springport Free Library
December 20, 2023
Library Board of Trustees Meeting Minutes

DRAFT

Attendees: President Christy Cooper, Trustees Jeanne Hardy, Jim Young, Laurie Waldron, Barbara Casper; Library Director Carla Piperno-Jones; Library Bookkeeper, Scott Zippel; absent: Robin Greer

Board President Christy Cooper called the regular board meeting to begin at 6:38 pm.

Old Business:

1. The November 15, 2023, regular Board of Trustee meeting minutes were reviewed. Jeanne Hardy made a motion to accept the November 15, 2023, Regular Board Meeting Minutes, and Jim Young seconded the motion. The motion was open for discussion. The Trustees voted 5 – 0, to accept the minutes.
2. The November 2023 Financial Report and the approved 2024 Library Budget, both prepared by Bookkeeper, Scott Zippel and was reviewed by library trustees. Jim Young made a motion to accept the September 2023 Financial Report, Laurie Waldron seconded the motion. The motion was open for discussion. The Trustees voted 5 – 0, to accept the report.
3. Carla Piperno-Jones presented the December 20, 2023, Director's Report. Highlighted items included Jill Hand's two dinosaur programs that have been funded through the "Libraries Gateway to Museums" grant program, and Jill's new adult monthly programs that are being funded through our library funds. Carla will be attending a FLLS meeting in March to begin training and plans for the summer reading program. Carla also shared a positive report of the book shed used book donations and sales that began earlier this year. This also included appreciation of the trustees, in particular trustee Robin Greer for her efforts during the past year to finalize the construction of this shed. Carla also shared her great appreciation and recognition to the yearlong efforts of the library staff - Heather, Jill, and Stephanie, for all their efforts to help make 2023 such a successful year. The Board Trustees also shared their great appreciation to Clara, Heather, Jill, and Stephanie for all the work that they contributed to help the library this year.

Christy Cooper made a motion to accept the December 20, 2023, Director's Report. Jim Young seconded the motion. The motion was discussed. The Trustees voted 5 – 0 to accept the November Director's Report.

4. At 6:51 pm, President Christy Cooper called for an Executive Session.
 - a) Library Trustees reviewed the 2024 salary for Library Director Carla Piperno-Jones. Jim Young made a motion to raise the 2023 salary by 2+% for Library Director, Clara Piperno-Jones, to \$33,750. Jeanne Hardy seconded the motion. The motion was discussed. The Trustees voted 5 – 0 to accept this motion.
 - b) Library Trustees reviewed the 2024 salary for Library Assistant Director, Heather Schenck. Jim Young made a motion to raise the 2024 salary by 4 % for Library Assistant Director, Heather Schenck, to \$21.00 per hour. Jeanne seconded the motion. The motion was discussed. The Trustees voted 5 – 0 to accept this motion.

At 6:55 pm, President Christy Cooper called for an end to the Executive Session.

5. Jim Young reported that he will be meeting with representative(s) for Woodford Brothers, LLC, at the library on January 4, 2024, to discuss the range of repair options, possible costs, and the grant process that is being used to help pay for this project.

New Business

1. Library Director Carla Piperno-Jones reported that a donation of \$100.00 was given to the library from Judith Appel to use as needed. Carla and all trustees shared their appreciation for this generous and thoughtful donation.
2. Trustee Laurie Waldeon made a motion to provide trustee Robin Greer with a dish garden, not to exceed \$100.00 to recognize the recent loss of her mother. President Christy Cooper seconded the motion. The motion was discussed. The Trustees voted 5 – 0 to accept this motion.
Carla will ask Roy Jones to purchase and deliver this garden to Robin's house this week.
3. Trustees discussed Trustee membership for 2024.
 - a) All Trustees, along with director Carla Piperno-Jones, shared their deep appreciation to trustee Robin Greer, for her years of service to the library and board, as her term on the Board is set to expire on December 31, 2023.
 - b) Barbara Casper's replacement term as a trustee is also set to expire on December 31, 2023. She was nominated and agreed to accept a regular term of 5 years, beginning January 1, 2024, and ending on December 31, 2029.
 - c) A new slate of officers for 2024 was discussed. The following people agreed to serve the library's Board of Trustees for the following offices during the year of 2024:
President - Christy Cooper, Vice President – Laurie Waldron, and Secretary – Barbara Casper. A trustee for the Financial Officer will be determined at the January 2024 regular board meeting. It was indicated that Scott Zippel will continue to serve as the Library's Bookkeeper.
4. Library Director and Trustees discussed their desire to formally recognize Library Bookkeeper, Scott Zippel's support and many years of service to the library. Laurie Waldron made a motion for the library to purchase a \$100 gift card for Scott Zippel for such recognition. Jim Young seconded the motion. The motion was discussed. The Trustees voted to accept the motion, 5 – 0.
Along with a thank you card, Barbara Casper will purchase and deliver a \$100 Petco gift card to Scott Zippel and will be reimbursed by the library for this cost.

Board President Christy Cooper adjourned the regular meeting at 7:23 pm.

Respectfully submitted by Barbara Casper

Recording Secretary