Tappan Spaulding Memorial Library

Board of Trustees Meeting Minutes

March 16, 2025 @ 5pm

**Meeting Attendees:** Kirstie Hardenstine, Erin Chapman, Betty D'Arcy, Rachel Dufresne, Adriana Reyes

**Excused Absence:** Joe Mooney **Guests:** None

**Call to Order:** 5:00pm

**Approval of Previous Minutes**: Kirstie moved that February 2025 minutes be accepted Adriana, seconded. Approved.

**Old Business Update:**

Friends group email sent out to those interested. Erin is checking on section 4 of our current bi-laws with the Village and FLLS to see what can be done to stagger terms, as to eliminate the board completing terms all at once.

**Summary of Director's Report:**

**March 2025 Report:**

**Bills:**

Spectrum: 105.56

AMEX: 357.20

NYSEG: 99.73

FLLS: 2989.17

Hollenbeck’s: 19.47

Martin Plumbing and Heating: 289.09

Scott Smith and Son: 1002.08

Village: 86.25

*Donations in memory of Eamonn D’Arcy: Thank you so much to the D’Arcy family for suggesting that donations could be made in Eamonn’s name. We received $645 so far - that’s amazing! Do we want to use this money to purchase more books? I can print out labels and with the books purchased with that money it would say: This book was purchased with donations in memory of Eamonn D’Arcy or This book was purchased in Eamonn D’arcy’s name.*

*Princh - How Princh works:*

*Princh is a simple cloud-based printing solution that allows users to print, copy, scan and pay from their mobile devices, laptops, and your desktop PCs. This is handled through the Princh web app or our Princh iOS or Android app.*

*Our solution doesn’t require user accounts, usernames or passwords. Users can simply print, copy, scan and pay electronically by following an intuitive process. Our process is fast, easy and staff involvement is not required.*

*All data transmissions are end-to-end encrypted, meaning neither Princh nor any third party will be able to decrypt users’ data.*

*FLLS talked with Princh as many libraries are interested in using this service (some already do). I think the quote was around $300 a year. I think this would be great to offer to our patrons, especially with the added level of encryption for security.*

*Bench donation - Mr. Donald Corson inquired about adding a bench next to the lamp post outside the library in memory of his son. I told him that I love the idea and I’d run it by the board and the village. I’m not sure if there are any restrictions with the village as far as what we can and can’t do with the front lawn so I reached out to Pam. I haven’t heard back from her yet.*

*Rosen grants received - We did receive a portion of what we asked for but we got $3562.50 for children’s books and programming. We got $2250 for our Summer Reading Program.*

*Outreach Mini Grant - due 3/28. I’m still thinking of ideas - simple programming and prizes.*

*Hour Changes - My kids’ sporting events are now all on Mondays and Wednesdays, and Kayla has class then, so we need to change the hours. Kayla and I discussed and we think just flipping the weekdays would work best, so we’d be open:* ***Add Changes to Chamber of Commerce and Hollenbecks, ect…***

*Monday 9-2*

*Tuesday 1-6*

*Wednesday 9-2*

*Thursday 1-6*

*Saturday 9-2*

*After this semester, Kayla’s schedule changes again, so she could then change her hours if I needed her to swap with me because of sporting events in the future.*

*Friends update - I think I finally got all the responses back from the email I sent out. I need to find a time that works for most.*

*Applefest collaboration - Book Giveaway at AppleFest, Purchasing Candle Making Supplies.*

**Summary of President's Report:**

Bi-Law updates are still in progress. No additional news to report.

**Summary of Financial Report:**

Monthly Revenues / Expenditures attached.

**Monthly Bills:** Reviewed & Signed

**Resolution:** The Library Board authorizes the clerk treasurer to balance the 2024-2025 budget Kirstie Hardenstine motions and Betty D’Arcy 2nd motions, unanimous

**Adjournment:** 5:51pm **Next Meeting**: Sunday, April 17, 2025 @ 5 pm