

**The Paul Sawyer Public Library Board of Trustees**  
**Regular Meeting of April 9, 2024**  
**5:30 p.m.**  
**In-person at 319 Wapping Street, Frankfort**

1. Meeting was called to order by President Lynch at 5:32 pm. In attendance: C. Lynch, R. Kellerman (V), M. Bartholomes, M. Shanker, M. Collins, P. Crittenden, C. Crowe (v), M. Overstreet, C. Sandefur, J. Ruark.
2. M. Shanker moved to approve the meeting agenda, M. Collins seconded the motion; motion was approved unanimously.
3. M. Collins moved to accept the minutes from the March meeting, motion was seconded by M. Shanker, motion passed unanimously.
4. The Treasurer's report was presented by M. Shanker, Board Treasurer. Everything seems to be on track, expenditure-wise. We are 4.62% ahead on revenue, compared to 3.5% last year. Shanker also confirmed that the Library can invest in Treasury Bills. M. Bartholomew moved to accept the Treasurer's Report, C. Lynch seconded the motion, which was unanimously approved.
5. No communications or public comments were presented.
6. J. Ruark asked the Board to approve a short leave without pay for Roberta Daugherty, a part-time circulation clerk who needs time to provide care of an elderly relative. C. Lynch moved to approve the leave without pay, M. Collins seconded the motion, which was unanimously approved.
7. **Committee reports**
  - a. **Budget:** nothing to report, but committee will need to meet before the next Board meeting to review the budget for FY 2024-25.
  - b. **Building:** Two items were reviewed by the building committee; the first was for the replacement of 7 windows whose seals have failed. Two quotes were sought, but only one from Allison Collins Glass Works was correct with the number of windows that needed to be replaced. The second quote, from Frankfort Window & Vinyl Supply, which listed just six windows, was higher than the Allison Collins quote. R. Kellerman moved to hire Allison Collins to do the repair work. C. Lynch seconded the motion, which was unanimously approved.

The second issue addresses gutter cleaning and repair. Tecta America presented a quote in the amount of \$20,689 for cleaning, repairing seams and coating the entire gutter system with a silicone coating. Thorobred Contractors presented a quote in the amount of \$3,800 for inspection and cleaning of the gutter system. Thorobred did not want to commit to an estimate of what needed to be done without the inspection and cleaning. C Lynch raised a question about the warranty mentioned in Tecta

America's quote, what it specifically covered; Board members also questioned how long we could expect the silicone coating to last. Action on this item was tabled until the May Board meeting to give Tecta America time to answer these questions.

- c. **Long Range:** M. Collins reported that the committee would be meeting soon to go over the final draft.
- d. **Policy/Personnel:** C. Lynch reported that the committee would also be meeting this month, before the next Board meeting, to review wage increases for the next fiscal year, to be included in the FY 2024-25 budget.
- e. **Technology:** did not meet.

8. There was no old business to discuss.

9. No new business was discussed.

10. M. Shanker moved to adjourn the meeting at 6:15 p.m.

**Respectfully submitted,**

\_\_\_\_\_, **Carolyn Lynch**  
**President**

\_\_\_\_\_, **Maria Bartholomew**  
**Secretary**