

The Paul Sawyer Public Library Board of Trustees

**Minutes of Regular Meeting on July 9, 2024**

At 5:30 pm

In-person at 319 Wapping Street, Frankfort

- 1. Call to order and record attendance:** Carolyn Lynch, president, called the meeting to order at 5:31 pm.

**Attendance:** Maria Bartholomew, Cheryl Sandefur, Jean Ruark, Mark Overstreet, Mary Lynn Collins, Shane Hecker, Manoj Shanker, Carolyn Lynch, Bob Kellerman, Valorie Peduto (V), Connie Crowe (V)

- 2. Approval of agenda**

M. Bartholomew made motion to approve agenda. M. Shanker seconded. Motion passed unanimously.

- 3. Approval of minutes of previous meeting**

M. Shanker made motion to approve minutes of June meeting. Carolkyn Lynch seconded. Motion passed unanimously.

- 4. Treasurer's report**

M. Shanker presented the Treasurer's report. Highlights included: As of June 30, 2024 total funds are around \$3.7 million - approximately \$800,000.00 more than at the comparable time last year (therefore 9.4% more this year than last. Finances are in good shape. Due to availability of funds, a more ambitious approach to programming can be considered. Larger expenditures are the result of: yearly subscriptions, computer purchases, and repair work - all expected expenses. Due to an underestimation of property and other taxes, PSPL overall revenue was up by about 9% the current fiscal year - good for the community. B. Kellerman made motion to approve the Treasurer's report and expenditures as presented. C. Lynch seconded. Motion passed unanimously.

- 5. Communications/Public Comment**

None

- 6. Director's report**

Jean Ruark presented the Director's report. Highlights included: Refer to updated documents, but note that the Director has taken on additional duties due to the departure of Melissa. The vacated position will not be filled for a minimum of two months. M. Overstreet inquired as to how much of the Director's time is

being consumed by the additional duties. J. Ruark indicated that approximately 40% of her time is being consumed, but expects those numbers to improve.

Gutters, roof, windows have been fixed, replaced or repaired. Repair of the downspout is delayed due to awaiting a part. The chiller has been working, but a part is still needed. It is not clear, yet, whether a bigger repair will be needed, but the library is currently managing.

**7. Committee reports**

- a. **Budget** - Did not meet
- b. **Building** - Did not meet
- c. **Long Range** -Did not meet
- d. **Policy/Personnel** - Did not meet
- e. **Technology** - Did not meet

**8. Old Business** - None

**9. New Business** - None

**10. Adjournment**

M.L. Collins made motion to adjourn. Meeting ended at 5:44 pm.

**Respectfully submitted,**

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**President** **Carolyn Lynch**

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**Secretary** **Maria Bartholomew**