

Genesee Library 9/21/2023 Meeting

Meeting Opened: At 5:32 pm

Present for Library: People Present: Julie Fletcher, Tricia Grover, Tara Ratzel, Raeanne Smith, Teresa Hopkins. Absent/Excused: Kim Miller, Via Phone Virginia Cox

Present for Public: Robbie Fletcher Jr

Public Speaking: Robbie Fletcher Jr. indicated he would like to join the board as a teen board member.

Appointments or Elections: Kim Miller has resigned from her position as secretary.

Robbie Fletcher Jr. new term 9/21/23 oath of office taken. Voted in a secretary. Motion made by Teresa Hopkins/ 2nd by Tricia Grover: all I's passed and carried. Term 9/2023- 12/2028

Secretaries Report: Accepted from the June 21st meeting minutes motion made by Tara Ratzel/2nd by Teresa Hopkins: all I's passed and carried.

Treasurer's' Report: Motion for Financial Reports on all accounts for August 9- September 20,2023 motion made by Virginia Cox/2nd by Tricia Grover: all I's passed and carried.

Old Business:

- Community Picnic: Planning is underway for tomorrows event.

New Business:

- **Community Picnic:** We had over 84 people in attendance with over 100 donations for baskets. We were able to raise \$2,190.00 this year. This is more than last year, and we continue to gain even more community support each year.
- **Grant Follow up:** We received \$750 from the Allegany County Area Foundation Grant for work on landscaping the building. This has now been completed. Community members have been very positive about the changes in appearance.

The Micro grant for cooking classes is finished, ACWC grant for summer presenter is finished, The Pilcrow grant for books has been finished, The Foundation for Southern Tier Libraries grant for chairs and steam kits has been finished.

The Genesee Valley Rural Revitalization Grant is still in on pause we are waiting to hear from Shipo and our contacts about when we can start. We have heard from the Historic person we are working with we are going to begin gathering data about when the building was a schoolhouse.

- **Fall Programs:** This fall we have a new story time hour for our under 5 patrons.

Teen Magic the Gathering card game held on Friday nights 6-8

Movie night 10/4, Pumpkin Cork Craft 10/11, Cooking class 11/1, Bills painting night 11/8, Holiday night in December waiting on the other libraries. Teen Lock in events

- **Summer Program Numbers:** 40 patrons signed up to participate in summer reading. We had 34 registered youth for the daily summer program. We had a total of 1,709 participants in the programs. We read 36,720 minutes or 612 hours. We served 333 lunches with the help of Bolivar-Richburg Central School.
- **Employee evaluations:** Employees went well each employee will receive a .25 cent raise in 2024 and will work on additional trainings and implementing new programs. Motion made by Tricia Grover/ 2nd by Tara Ratzel : all I's passed and carried.
- **Preliminary Budget for 2024:** see attached document, Budget will be amended by next board meeting 10-18
- **Tax Levy:** Currently we receive \$43,983.00 from the tax payers this years increase will be an 8% increase. The increase amount is \$3,519.00, bringing our proposed new total to \$47,502.00 motion made by Virginia Cox/ 2nd by Tara Ratzel: all I's passed and carried.

Director's Report:

- Technology has been increased in the building with a door chimer and three security cameras.
- The report is reflective of the new business items.

Committee Reports: None to be had.

Adjournment: Meeting closed 6:37 PM
Next Meeting October 18,2023 at 5:30 PM

2024 Preliminary Budget listed below.

Proposed Budget for 2024

What We Need to Do: Meet Community Needs.
Keep Expenditures Low While Providing Great Services.
Maximize Tax Dollars because not every taxpayer is a Library patron.

How We Can Do This: Create A Great Budget, let it work for us.
Share the responsibility of the library
Fundraising to offset income expenses.
Create programs that work for our community.
Stay on top of technology.
Make advancements throughout the year.
Attend and Participate in Workshops to further our education. (STLS, Local Libraries)
Stay in the loop about grant proposals

A budget is a trust contract between the Board of Trustees and the Director as a way for all of us to work together without overspending or underspending in one specific area for the best benefit of the library.

Projected Revenue 2024

Bolivar-Richburg School(7%)-	\$47,062.00	\$43,983.00
Town of Genesee-	\$6,000.00	\$6,000.00
Library System-	\$1,404.00	\$1,404.00
Interest Earned-	\$10.00	\$10.00
Raffles/ fund raisers-	\$1,600.00	\$1,600.00
Donations-	\$700.00	\$700.00
Fines/Copies -	\$40.00	\$40.00
Grants-	\$3,000.00	\$3,000.00
Total-	\$59,816.00	\$56,737.00

2024 Expenses:

Payroll-

Director Salary-	\$17.25 x 20 x52 =	\$17,940.00	\$17,680.00
Librarian Employee-	\$16.00 x 14 x52 =	\$11,648.00	\$8,320.00
Summer Employee-	\$15.00 x 5 x6 =	\$450.00	\$672.00
Director Vacation Time-	\$16.00 x 30=	\$480.00	\$480.00
Librarian Vacation Time-	\$17.00 x 10=	\$170.00	\$170.00
Total Cost of Salaries-		\$30,688.00	\$27,322.00
Social Security/Medicare x8%		\$2,456.00	\$2,185.76
Total Cost-		\$33,143.00	\$29,507.76
Estimating-		\$33,200.00	

Utilities-

National Fuel: Heat-		\$3,250.00	\$3,000.00
Spectrum: Telephone/Internet-		\$2,000.00	\$2,000.00
RG&E: Electric-		\$1,000.00	\$1,500.00
Garbage service-		\$400.00	\$400.00
Total-		\$6,650.00	\$6,900.00

Insurance-

Maintenance Cost		\$1,000.00	\$1,000.00
Workmen's Comp/Disability-		\$600.00	\$600.00
CPA-		\$500.00	\$500.00
Building Insurance-		\$600.00	\$600.00
Employment Posters		\$50.00	\$50.00
Ganoung fire protection		\$50.00	\$50.00
Snow Removal		\$2,100.00	\$2,100.00
Total-		\$4,900.00	\$4,900.00

STLS/Training

Cost Share-		\$2,700.00	\$2,700.00
Digital Library Services		\$100.00	\$100.00
Staff Training/Mileage-		\$400.00	\$300.00
Total-		\$3,200.00	\$3,100.00

Main Account Total-		\$47,950.00	\$44,900.00
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Collection Development

Books-	\$3,200.00	\$2,500.00
Video-	\$1,000.00	\$1,500.00
Total-	\$4,200.00	\$4,000.00

Advertising-

Social media/ other sources-	\$150.00	\$150.00
Total-	\$150.00	\$150.00

Programs

Child/Adult Programing/Supplies-	\$700.00	\$500.00
Summer Enrichment Program/Supplies-	\$1,700.00	\$1,500.00
Encouragement rewards	\$400.00	
Total-	\$2,800.00	\$2,000.00

Other Expenses-

Technology-	\$600.00	\$800.00
Subscriptions	\$200.00	\$200.00
Office/Building Supplies-	\$1,200.00	\$1,100.00
Total-	\$2,000.00	\$2,100.00

Books and Supplies Account total- \$9,150.00 \$8,250.00

Main Account Total- \$47,950.00

Book and Supplies Total- \$9,150.00

Grand total Both accounts- \$57,100.00 \$53,150.00

Revenue \$59,816.00 – Expenses \$57,100.00 = \$2,716.00

Proposed Fundraising for 2024:

Community Picnic; Bake sale 50/50 raffle split;

Programs 2024:

Digital Help class; Summer Reading full day program; Teen Magic Group; Cooking Classes; Community Picnic, Senior Craft classes

Library hours-

Monday 12-5 5 hours

Tuesday 12-5 5 hours

Wednesday 12-7 7 hours

Thursday 12-5 5 hours

22 hours

1 year plan: Driveway signs, Makerspace areas for the library, new bookshelves.

3-year plan: Redo the ditches, Playground grant with the town.

5-year plan: Roof replacement.

*Approved by the Genesee Library Board of trustees:

Grant Ideas for the 2023 year:	Bathroom hand dryer	Library t-shirts	Soap Dispensers
Dvd bookshelves	large print books	Maker stations	Easy/Juv books
	Shade canopy/pagoda		

Currently we receive.

\$43,983.00

From the Bolivar-Richburg Central School District Taxpayers.

Percent	5%	7%	10%	15%
% Amount	\$2,199.00	\$3,079.00	\$4,398.00	\$6,597.00
New Total	\$46,182.00	\$47,062.00	\$48,381.00	\$50,580.00