

**Berkshire Free Library  
Board of Trustees Meeting – April 10, 2023  
held at the Berkshire Free Library**

**Present:** Fran Miller, , Lisa Michaud, John Stoughton, Darlene Wait, Carol Leigh, Graeme Brilliant, Janice Merrill, Carol Cox, and via ZOOM, Barbara Schwartz.

The meeting was called to order at 3:30 PM. John asked for any additions, and to New Business was added NTCC, the Library garden, lawn care plan, and a book sale.

**Reports:**

**Secretary** – Minutes of the March meeting were read and it was noted that the last sentence of the Director's report contained incomplete information on available grants so should be stricken. Also, the fee for a Vendor's table at this year's Blueberry & Book Festival was raised to \$20 but was not included in the report.

**Treasurer** – Reports were reviewed, and Carol noted that with Graeme delivering his Books Sold Online report to her sooner, she will be able to give a more accurate final number of profit at the next meeting. She delivered the 990 information to the accountant and they will file an extension request. She also noted insurance premiums have gone up.

**Director** – Fran reviewed the numbers from the past month.

Old Business - She is still waiting to hear on the grants she had applied for. The Comic Chaos program was attended by 15 children and 4 adults with 5 Ithaca College students running the event. It started quietly and slowly, but eventually there was good exchange of conversation and information. It was a success and really appreciated by the kids who attended!

New Business – Fran attended Team Tioga Workshop for grants, and will compile a wishlist for Abby to keep on file in case a grant comes up that could meet it. The Family Literacy Mini Grant is due April 24 and will request books for “at risk youth” with multicultural/diversity subjects. The cooking/exercise class starts April 20 with walking at Berkshire and on April 27 cooking at Richford.

There being no further questions on any of **the three above reports, Darlene Wait moved they be accepted as corrected.** Graeme Brilliant seconded the motion and it was unanimously passed.

**Old Business**

Grants – reviewed in Director's report.

Online Book Sales – Commissions paid to the online service will be included in next month's report.

Policies – There were no new policies required to be reviewed.

Blueberry & Book Festival – Darlene reported the Blueberry Bakeoff event will be held by the First Congregational Church of Berkshire again this year.

Darlene and Lena looked at the items upstairs to make baskets. Some of the stuff will go to Salvation Army. They need some more baskets. She wanted the letter to give to businesses requesting they donate items for the festival. Janice will look through her archives to see.

Lisa will put together games for older kids. She offered to rent a Dunk Tank and put it behind the Fire Hall. All agreed this sounded fun – who all are good candidates to dunk? Fran noted the Finger Lakes Toy Library will provide toys mostly for younger children.

We agreed an outdoor PA system should be rented or borrowed if possible and John will check with the Northern Tioga Chamber of Commerce to see if they have one available.

Food trucks should not compete with the food offered by the Berkshire Fire Dept, so Darlene will get a list of what they plan to offer. She will also ask about our using the bay for the day and before to set up.

The ice cream store in Richford that provided a deal on last year's ice cream is no longer in business. Perhaps Pizza Plus will provide the same deal. Janice will ask.

Nancy heard from 4 authors of the 19 she contacted so far.

Janice will send email to vendors tomorrow.

### **New Business**

The Northern Tioga Chamber of Commerce sent a letter on its July 29<sup>th</sup> Summerfest requesting sponsorship from its members. After discussion, Janice Merrill moved a \$50 level donation be sent. Carol Cox seconded the motion, and it passed unanimously.

Garden – The Garden Club was investigating the gardens, and requested grass seed and a 50' hose with spray nozzle. Carol Leigh will purchase what they want under maintenance.

Book Sale – Graeme requested we hold an in person book sale April 21, 22, 28 and 29 at the Community Hall. This will be sales by donation and will set up at 2PM on Wednesday the 19<sup>th</sup>. Two workers per day are needed, so a signup sheet to work was circulated. Breakdown will take place the 30<sup>th</sup> and May 1.

Lawn care plan – John will ask Brett Welch if he will do it again, and what his price will be.

### **Round Table**

Janice invited us to attend the Berkshire Senior Club's trip to see Newsies at the Family Life Network's location in Bath, NY on May 13 for \$50 per person. Anyone interested should let her know.

There being no other business to conduct, Barbara Schwartz moved and Carol Cox seconded a motion that the meeting be adjourned. All in favor and the motion was carried.

Next meeting is May 8

Respectfully,

Janice Merrill, Secretary