

MINUTES OF THE MEETING OF THE
WASHINGTON COUNTY FREE LIBRARY BOARD OF TRUSTEES
HELD AT THE FLETCHER BRANCH
May 15, 2024

Present:	Stephen Schutte, President	Board Absent:	Aaron Peterancez
	Laurie Bender		
	Kathy Kerns		
	Kristine McGee		
	Kathy Oliver		
	Kathy Poole		
	Kendra Stauch		

Exfacto Board Al Martin

Staff Present: Jenny Bakos
 Kathleen O'Connell
 Jennifer Keysor
 Elizabeth Hulett
 Sara McCall

The meeting was called to order at 12:10 PM at the Hancock Branch Community Room.

New Board members Ms. Kendra Stauch and Ms. Kathy Kearns were welcomed and introductions were made around the room.

Minutes

The minutes of March 13, 2024 meeting of the Board were reviewed. Ms. Oliver motioned to approve as stated and Ms. Stauch seconded the motion with unanimous approval.

Executive Director's Report

Ms. Bakos advised we will review the revised budget later in the meeting and her report was inclusive.

Director of Public Services

Ms. O'Connell advised her report was inclusive of activities.

Director of Operations

Ms. Keysor's noted statistics since the last meeting and report was conclusive of activities. She noted numbers are shifting with the reopening of Williamsport.

Associate Director, WMRL

Ms. Hulett advised her report is inclusive of activities. Of note, her new position is being filled by Ms. Shannon Kraushaar.

Ms. Hulett presented the FY 2023 budget for trustee review and asked for approval contingent upon advisory board approval. Ms. Oliver moved to approve the budget as presented, Ms. Bender seconded the motion with unanimous approval.

Financials

Ms. Bender presented the WCFL financials for March 31, 2024, and WMRL financials for January 31, 2024. Ms. Oliver moved to approve the financials as presented, Ms. Kearns seconded the motion with unanimous approval.

Finance Committee

The finance committee provided an update on the integration project. Ms. McCall was able to report staff are working with the project team on training for the accounting and payroll systems. The first set of data was uploaded successfully and is under review.

Old Business

Board Treasurer and Finance Committee Chair, Ms. Laurie Bender, recommended approval of the revised Fiscal Year 2025 draft budget. The approval is provided no changes are made to the presented budget. Should there be changes, the board will review and vote at the July meeting. As committee chair, Ms. Bender moved to approve, Ms. Oliver seconded with unanimous approval.

New Business

Prior to the meeting, the annual 990 was presented to the trustees for review. Ms. Bender asked if there were any questions about the documentation. With no questions, the was approved for filing.

Ms. Bakos presented sponsorship packets to for the upcoming fundraiser.

Note was made that the New Bookmobile dedication is on May 21, 2024 at 10:00 am at the Fletcher branch. Also, the June 9th Noteworthy Sunday concert will be held at City Park from 2:00 – 3:00 PM featuring the band Guys in Thin Ties.

Trustee Comments

Ms. Bender is pleased everything is going well and thanked everyone for their support in her transition to treasurer.

Mr. Schutte thanked everyone for traveling and making time for the upcoming ribbon cutting.

Other members commented on the great meeting, information presented, appreciation for visiting other locations, and kudos to staff for their efforts with the software implementation.

The next meeting of the board of trustees is scheduled for Wednesday, July 17, 2024, at 12:00 noon in Room 334 at the Fletcher Branch

The meeting adjourned by Ms. Oliver's motion and Ms. Bender's seconding at 1:41 PM.

Respectfully Submitted,

Jenny L. Bakos

Jenny L. Bakos
Executive Director