

Newfield Public Library  
Board of Trustees  
February 20, 2024

Present: Sue Chaffee, Jessica Hsu, Amy Brown, Rachel Hunsinger, Tom Szebenyi,  
Theresa Albert

Meeting called to order at 6:02pm

- Review of minutes from 1/16/23; Note that Theresa Albert was in attendance (she was omitted from the 'present' roster)
  - Rachel made motion to approve, Jessica Seconded. All in favor, motion approved.
- Open Floor: No speakers
- Directors Report: Sue presented:
  1. Overview of January programming; Mind Over Body presentation was well received and Mitch Raymond will present additional future programming
  2. Sue continues with community outreach and collaboration with community partners
  3. Statistics regarding library use/inquiries/patron counts; patron counts, circulation and program attendance continue to increase. The number of borrowers is also increasing
  4. Grants, Donations, Financial updates given
  5. Staffing Update: staffing changes and position openings were reviewed; Sue is also working with volunteers with specific tasks related to storytime and community events and programming that are NPL adjacent
  6. Community Arts Partnership grant (Harvest Punch Event) Request Update: ½ the grant was awarded; it is unknown if the event will still be coordinated
- Newfield History and Activity Center (NHAC) Updates: 2024 budget conversation is ongoing. Sue met with Jerry Michelson 1/31 and he committed to \$4,000 in 2024 and 2025
- Treasurer Report: Theresa provided an overview of the financial reports for January including revenue from grants, recovery funds, and donations. Incerio will be doing their annual compilation (Theresa has received the letter of engagement)
  - Tom made motion to approve the treasurer report, Rachel seconded. All in favor, motion approved

## Old Business

- Valentine Bake Sale: was a success. The baskets continued to be a popular item and made the most profits. \$583.00 was raised
- Amy gave Sue info./first draft regarding policy updates
- Jessica reported that the Chess Club/tournament idea is not coming together (no response to call for coaches/volunteers)

## New Business

- Vote on NYS Annual Report
  - Motion made by Jessica, Rachel seconded. All in favor, motion approved
- Recruitment of new Board Members: Sue will add to newsletter and webpage; advertise with other events the library holds
- Programming Ideas: weight loss/hypnosis, other healthy habits/lifestyle workshops
- Employee Appreciation Dinner: **Monday, April 22, 2024**
  - Amanda: do you have invites from last year?
  - Menu TBD
- Spring Book Sale: will collaborate with Newfield Green Up day and an event at the Rod and Gun club on **April 27, 2024**
  - Move the quilt raffle (from eclipse day) to this date
    - Amy and Theresa will do 8-10am shift
    - Tom and Jessica will do 10-12 shift
    - 12pm-2pm shift TBD
  - Sale incentive ideas: volunteer at GreenUp Day and get a “spend \$5 get 5 free” coupon. Sue will connect with Mitch Raymond for tickets
  - Discussion about rates for sale
    - No sticker dots or sorting by type of book
    - \$1 per item for all items
    - Have one person do a count of items to be purchased, the other can complete the sale/handle money

Correspondence and Communication: none

## Adjourn

- Rachel made motion to adjourn, Tom seconded. All in favor, motion approved
- Meeting adjourned at 6:51pm

Respectfully submitted,  
Amy Brown