

NORWIN PUBLIC LIBRARY ASSOCIATION BOARD OF TRUSTEES

MONDAY, JUNE 17, 2024 MEETING MINUTES

TRUSTEES IN ATTENDANCE: **Jack Boylan (2026, S)**, Bill Caruthers (2025, S), **Bob Cole (2027)**, **Jim Duffy (2025)**, John Duncan (2025), **Ed Federinko (2025, S)**, Tracy Hawley (2026), **Rosanne Novotnak (2027)**.
[Those in attendance in Bold Print; () indicates final year of appointment.
S indicates Norwin School Board Appointee]

OTHERS IN ATTENDANCE: Diana Falk, Bob Coder

CALL TO ORDER: Determining a quorum present, Vice-President Jim Duffy called the meeting to order at 4:31 PM.

REVIEW OF MINUTES: A motion to approve the February 12, 2024 Regular Meeting Minutes and April 8, 2024 Annual Meeting Minutes was made by Rosanne Novotnak and seconded by Bob Cole. The motion was approved by unanimous voice vote.

FINANCIAL REPORT: Bob Coder reported that the audit for the year ending December 31, 2023 was completed and the auditing firm of DeBlasio & DeBlasio Associates gave Norwin Public Library a “clean” audit. Mr. Coder provided the Trustees with a letter from the auditors summarizing their responsibilities and findings. Trustees may request a personal copy of the completed audit.

For the month of May 2024, Mr. Coder reported that income exceeded projections while expenses were lower than projected resulting in net ordinary income being \$2852.71 above budget projections. Mr. Coder informed the Trustees that investments well exceeded projections in May.

For the period January through May 2024, Mr. Coder reported total revenue was higher than projected and expenditures were slightly lower than projected resulting in Net Operating Revenue being \$14,602.39 under budget.

Jack Boylan moved that the Audit Report and the Financial Report for the period ending May 31, 2024 be approved and bills be paid. The motion was seconded by Ed Federinko and approved by unanimous voice vote.

PRESIDENT’S REPORT: Jim Duffy provided a report on behalf of the Nominating Committee (Jim Duffy and Bill Caruthers) in which it was recommended that the current officers be continued in the same roles for the upcoming year: John Duncan, President; Jim Duffy, Vice-President; Jack Boylan, Secretary; and Rosanne Novotnak, Treasurer. Bob Cole made the motion to retain the current officers as listed above. The motion was seconded by Ed Federinko and approved by unanimous voice vote.

DIRECTOR’S REPORT: Diana Falk reported that the summer reading program had begun with 886 children registered; this is nearly twice the registrants in 2023. A full report will be provided at the August meeting.

Overall circulation is 12.6% higher than 2023 with children’s materials showing the largest growth. Program attendance is also showing impressive growth compared to the previous year.

Mrs. Falk shared that RDK will reseal the parking lot either July 7 or 14. David from LGA is continuing to have conversations with general contractors about our project. David projects the work will take 3-4 months.

FRIENDS OF NPL REPORT: Jack Boylan shared that the annual “brown bag” sale will be taking place June 26-29.

GENERAL ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, on a motion from Jack Boylan and seconded by Bob Cole, the meeting was adjourned at 4:57 PM by unanimous voice vote.

Next Meeting: August 12, 2024 at 4:30 PM

Respectfully submitted,

Jack Boylan, Secretary