

**The Paul Sawyer Public Library Board of Trustees**  
**Minutes of Regular Meeting on August 8, 2023**

At 5:30 p.m.

In-person at 319 Wapping Street, Frankfort

- 1. Call to order and record attendance:** Carolyn Lynch, president, called the meeting to order at 5:30 p.m.

**Attendees:** Cheryl Sandifer, Carolyn Lynch, Manoj Shanker, Valorie Peduto, Shane Hecker, Maria Bartholomew, Jean Ruark (V), Bob Kellerman (V), Connie Crowe (V).

- 2. Approval of agenda**

M. Bartholomew made motion to approve agenda. C. Lynch seconded, Motion passed unanimously.

- 3. Approval of minutes of previous meeting**

M. Shanker made motion to approve July minutes, as submitted. C. Lynch seconded. Motion passed unanimously.

- 4. Treasurer's report**

M. Shanker presented the Treasurer's report. Highlights included: this month's report contains the final statement from Whitaker Bank, as the account has been officially closed by M.Shanker and J. Ruark, a review of invoices shows a March final payment of approximately \$7000.00 for repairs, payment was made to Envisionware to cover software that needed replacement, \$18,000.00 was paid for industrial-grade propylene glycol (\$4500.00 less than originally quoted).

C, Lynch noted that July's usage numbers are back and better than 2019.

M. Bartholomew made motion to accept the report, as submitted. C. Lynch seconded. Motion passed unanimously.

- 5. Communications/Public Comment**

M. Bartholomew shared that Nancy Osborne (instrumental in bringing the Tibetan Monks to Frankfort several years ago) was concerned that she did not see information on the monks return, this August, in the calendar of events, nor did she see a large sign which she had dropped off. J. Ruark noted that she had personally typed the information in, but would follow-up.

M. Bartholomew will call N. Osborne in an attempt to track down with whom the poster was left.

**6. Director's report**

J. Ruark presented the Director's report. Highlights included: a reminder about the Strategic Planning meeting for August 22nd at 5 p.m. Angie Taylor - consultant will be present.

C. Lynch noted that Youth Services served 1,688 youth (just through Outreach alone) the month of July. Awesome job!

**7. Committee reports**

- a. **Budget** - Committee met. M. Shanker made motion to accept the compensating rates for: Real Property at 7.8%, Personal Property at 7.8%, and Motor Vehicle at 4.9%. C. Lynch seconded the motion. Motion passed unanimously.

It was noted that the compensating rate is more than sufficient to meet the needs of the Library. J Ruark noted that this year's tax rate was a bit less than last year - a positive situation.

- b. Building - did not meet
- c. Long Range - did not meet
- d. Policy/Personnel - did not
- e. Technology - did not meet

**8. Old Business - None**

**9. New Business - reviewed and approved tax rate.**

**10. Adjournment** -M. Shanker made motion to adjourn. C. Lynch seconded. Meeting adjourned at 5:45 p.m.

Respectfully submitted,

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**Carolyn Lynch**  
**President**

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**Maria Bartholomew**  
**Secretary**