

ADAMS FREE LIBRARY
BOARD MINUTES – October 27, 2022

Chairman Jim Loughman called the meeting to order at 4:32 p.m.

Present were Trustees Brian Bishop, Virginia Duval, Eugene Michalenko and Chairman Jim Loughman. Also present was Library Director Holli Jayko. Absent Karen Kettles and Lynn Rhoads.

Public Comment: None.

Secretary's Report: Virginia Duval made a motion, seconded by Eugene Michalenko, to accept the minutes of the September 29, 2022 meeting as presented. The motion carried 4-0.

Treasurer's Report: Library Director Holli Jayko summarized the recaps of the town budget and trust funds interest income account. Eugene Michalenko made a motion, seconded by Brian Bishop, to accept the Treasurer's Report. The motion carried 4-0.

Unfinished Business: Virginia Duval again proposed that we add a second trustee to the Miller Fund. Jim Loughman agreed that if there are two trustees the fund can still be managed if something were to happen to one of the trustees. Virginia reported that she has been able to go back to 1970 through the Town reports and get the income information for the fund. This is one of the steps in the process to put together the reporting that will need to be filed with the Probate Court. After some discussion, a motion was made by Eugene Michalenko to add Virginia Duval as a co-trustee for the Columbus N. Miller Fund. The timing to add the Trustee is contingent on getting the reporting together for the court and the courts approval. The motion was seconded by Virginia Duval. The motion carried 4-0.

New Business: None.

Library Director's Report: The director reported on upcoming programs, including the author visit by Archer Mayor and the Adult Book Group. The director also reported that the Friends Holiday Sale is December 10th and the Friends provided the funds to purchase Ancestry Library Edition for another year. She let the board know she had been working with Virginia on upgrade possibilities for the microfilm. At this time she turned the report over to Virginia for her findings. Virginia reported that a new machine is not the best option. The future is to have the collection digitized. To this end, the Adams Historical Society is willing to donate \$2,000 to start digitizing the collection, an amount which should cover the processing of 10 microfilm. We propose that the library begin with the Adams Freeman rolls. There are a couple of steps that still need to be worked out before we can begin.

Reports of Committees:

Investments [Jan, May, Sept]: Karen Kettles absent.

Building Maintenance: Brian reported that the new boiler was installed and the piping completed. It is up and running. There have been a few small issues but they are being addressed.

Friends: Lynn Rhoads absent.

Public Computer Maintenance: None

Announcements and Good of the Order:

The next meeting is scheduled for December 1, 2022, at 4 p.m.

With no further business, Virginia Duval made a motion, seconded by Brian Bishop, to adjourn at 5:00 p.m. The motion carried 4-0.

Respectfully submitted,



Holli Jayko, Library Director and Trustee Secretary