

Kennedy Free Library Board of Trustees Meeting

Date: January 21, 2025

Called to Order: 5:35pm

Adjourned: 6:22 pm

Present: (highlighted)

Dawn Swanson	Shannon Gilevski	Cody Whitton
Michelle Swanson	Kevin Honey	Alicia Lindquist
Anna Estus	Cindy Crone	Shannon Fischer
Steve Kimball	Steve Wallace	

I. Secretary's Report: Alicia Lindquist

Accepted by: 1 Cody 2 Shannon F.

II. Treasurer's Report: Kevin Honey

1. Town monies come in February
2. Reviewed last year's Budget vs. Actual sheet
 - a. Wages and payroll taxes are big expenses
 - b. Building maintenance line is under and equipment line is over, though fundraising mostly covers this expense

Accepted by: 1 Cody 2 Steve K.

III. Librarian's Report: Dawn Swanson

1. Events: Christmas Escape Room and PJ Party were well attended
2. Dawn explored payroll service options
 - a. At no added cost, employees will now be paid on a bi-weekly basis rather than a bi-monthly basis
3. Summer Reading Program theme is Color Our World
4. Dawn shared the Library's Year Events Calendar
 - a. There won't be a Chicken BBQ this year as focus will be on the golf tournament
 - b. An inclusive Easter Egg Hunt is planned to meet community needs

c. Library will host a 100 Dinner at the Kennedy Firehall instead of a 200 Dinner at the Moose Lodge

5. Dawn and Shannon G. plan on rearranging downstairs to accommodate new furniture and needs

6. NYS Construction Grant is awaiting approval

a. This includes a new conference room and office area

Accepted by: 1 Cody 2 Cindy

IV. Committee Reports

1. None

V. Public Comments:

1. None

VI. Old Business:

1. None

VII. New Business:

1. Trustee Kathleen Johnson put in her resignation with thanks to the Library

Accepted by 1 Cody 2 Shannon F.

2. Presented Anna Estus as a new Trustee, filling Kathleen's spot until January 2029

Accepted by 1 Cody 2 Shannon F.

3. Trustee Steve Kimball's term expired and board renewed his term

Accepted by 1 Cody 2 Anna

4. Election of Officers for 2025

a. President: Cody Whitton all in favor

b. Vice President: Michelle Swanson all in favor

c. Treasurer: Kevin Honey all in favor

d. Secretary: Alicia Lindquist all in favor

5. Appointment of Committees

a. Dawn is on all committees except Employee Review

b. Grants and Finance: Cody, Kevin, Shannon F.

- c. Liaison to the Town: Michelle
- d. Employee Review: Cody, Michelle, Shannon F.
- e. Fundraising (new): Anna, Cindy, Alicia
- f. Building and Grounds: Steve K., Steve W.
- g. State Report (new): Cody, Cindy, Michelle
- h. Policy: Cody, Michelle, Shannon F.

Accepted by: 1 Cody 2 Shannon F.

VIII. Executive Session:

- 1. Director's evaluation
- 2. Approved raises for employees based on approved budget

Accepted by Cody

I. Close Meeting:

Adjourned: 6:22 pm

Accepted: 1 Cody