

Fort Hunter Free Library Board of Trustees
Monthly Board Meeting Minutes
September 8, 2025

Attendees: Stacey DeLaney, Linda Dufel, Glenda Eager, Vickie Jennings, Sue Nacco, Lynn Otto, Beth Osborne, Bev Osborne, Kara Travis

Meeting was called to order at 6:30pm by President Bev Osborne

Secretary's Report: Minutes from the May meeting were emailed prior to the meeting. One correction: change Glenda Eager's name to Vickie Jennings as our new Trustee. There were no minutes from June, as the meeting was an informal dinner and no business was conducted.

Lynn made a motion to approve the minutes, Glenda seconded. All in favor. Minutes approved.

Treasurer's Report:

Treasurer's Report was emailed prior to the meeting.

Kara passed around the financials from June, July and August for signature.

We received (\$\$\$\$) in memorial contributions for Mae Rackowski.

Kara requested that Elma's Tax Service prepare and submit the IRS 990 EZ for next year. We submitted late this year and incurred a penalty. (IRS Form 990-EZ is a shortened version of the annual information return for tax-exempt organizations, such as nonprofits. It is designed for smaller organizations that meet specific financial thresholds. The form provides the IRS and the public with information about the organization's mission, finances, activities, and governance.)

Kara also discussed needing to make some changes to library personnel signatories for the library's checking, savings and Money Market account. Judi has had intermittent but recurring problems with the debit card not working for some online purchases. She has tried to resolve it, but since she isn't listed with the bank, she can't talk to anyone. Kara has tried repeatedly to get the problem fixed, but the credit union says there is nothing wrong with the card. Kara, Bev and Judi discussed and thought the best solution would be for Bev and Judi to be added to the accounts. This requires a significant amount of paperwork.

Vickie suggested that it might be easier for the library to get a free-standing credit card for staff to use for purchases. It would be less paperwork, safer and easier. The Board agreed. Bev will still be added as an additional signatory for the credit union accounts.

No action taken at the meeting; Kara will do some research and report back in October.

Treasurer's Report filed for audit.

Old Business:

Music for Life will be held on Saturday, September 20 from 6:00pm-9:00pm. Linda and Sue have volunteered to decorate for the event. They will need the Board to help with both set up, break down, and cleaning up. Tentative set up will be at noon on Saturday, Linda and Sue will confirm.

Instead of having everyone bring a dessert/snack, the library will pay Vickie for supplies and her time to make some dessert-treats. We will confirm when we are closer to the event.

Quilt Raffle – ongoing and doing well. Once the Music for Life event is over, Bev will promote the quilt raffle more.

New Business

Bev shared that the library is using a new website hosting platform called Hostinger. It's cheaper and easier to use than Wix. Ava Douglass set it up for us, and she and Judi worked together to add content. Bev and Judi will continue to update the website.

Bev reviewed the Free Direct Access regulation and explained how the Joint Automation Agreement supports it. The Board reviewed the changes that were made to MVLS' Direct Access Agreement and approved the changes.

Bev also reviewed the changes that have been made regarding the nomination and election process for MVLS Board Trustees. After discussion, it was decided that Board President Beverly Osborne would be the designee to vote during the virtual meeting on September 25, 2025.

Linda Dufel made the motion, and Sue Nacco seconded:

BE IT RESOLVED that Beverly Osborne is designated to cast the votes for MVLS System Trustees at the meeting to be held on September 25, 2025. No alternate was chosen at this time.

All in favor. Motion Passed

The MVLS Annual Meeting will once again be held in the Town Hall on Wednesday, October 8, from 5:30pm to 7:30pm. MVLS staff will take care of setting up and breaking down and providing refreshments. Bev asked that it would be good if as many of the Trustees as possible could attend.

The CTW Grant is due September 21. Bev will do this.

Kara said she is willing to try one more time to hold a paint n sip event. We will try for a Thursday in November.

Directors Report was emailed prior to the meeting.

A motion to adjourn was made by Stacey at 7:10pm; Vickie seconded. All in favor. Adjourned.

Respectfully submitted,
Beth Osborne, Secretary