

Darwin R. Barker Library & Museum Association

Board Meeting Agenda

February 21, 2024

Agenda:

Review of Minutes:

Correspondence:

Treasurer Report: Kitty Crow

Town Representative: Chris Schaeffer

Village Representative: Michelle Twichell

Librarian Report: Graham Tedesco-Blair

Archivist Report: Catherine Oag-Miller

Curator Report: Max Walters

Old Business: M&T One bank account status, credit card vs. debit card.

Air Conditioner - planned replacement

New Business: Gutter damage outside Belden Gallery, roof leak at library entrance – status of addressing these?

Employee retirement vote, SEP vs SIMPLE

Calendar:

Adjournment:

Darwin R. Barker Library & Museum Association

Board of Trustees Meeting Minutes

January 17, 2024

Members Present: Jeff Adams, Linda Prechtel, Dave Dengler, Jon Weekly, Kathy Petersen, Margaret Gray, Graham Tedesco-Blair, Max Walters, Pat Stokes, Kitty Crow **Absent:** Mark Twichell

Village Representative: Michelle Twichell

Town Representative: Chris Schaeffer

Review of Minutes: Dave moves to accept, Linda 2nds, minutes pass

Correspondence: none

Treasurer Report: Kitty & Amy at BLB are discussing combined budget format & details.

Proposed: credit cards for library & museum instead of debit cards to improve security (debit cards keep getting hacked).

Kitty makes a motion to issue credit cards under Darwin R. Barker Library name (one line of credit with a \$2500 monthly limit) for Max & Graham. Linda 2nds the motion & it is accepted.

Kitty makes a second motion to close the museum account & consolidate with the library account. Jon 2nds & the motion passes.

Margaret moves to accept Treasurer Report, Dave 2nds, report accepted.

Librarian Report: Graham reviews written report, Jon moves to accept, Pat 2nds, report accepted

Curator Report: Max reviews written report, Linda moves to accept, Margaret 2nds, report accepted

Town Representative: Chris reports that Pomfret's new building search is stalled, but still being pursued.

Village Representative: Michelle has no new information to share from the village

Old Business: Training updates: all volunteers are up-to-date. Dave asks about AED availability in DRB building. None is present – Graham will investigate protocols for possible inclusion.

New Business: New committee reports are included in Librarian Report.

Jason Stronz will look over Polacek accounts & make recommendations for possible improvements.

Courier Capital review: December showed some positive growth.

Calendar: next meeting Feb. 21, 4pm

Adjournment: Jon moves, Kathy 2nds, meeting adjourned at 5:05pm

Darwin R. Barker Library & Museum Association

Board Meeting

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Librarian's Report

Ancestry Library Edition class – Libbey taught a class about how to use Ancestry.com, which we have here in the library. It's very nice to see so many people still interested in genealogy!

Tom Janik reception – 42 people turned out to see Tom Janik's photography. We're very pleased to further cement our reputation as a space for local artists to shine! Many thanks to Elizabeth for her work on both scheduling artists and planning the reception!

Ukulele Classes – Helen Smit, a graduate student from SUNY Fredonia, is once again teaching her popular ukulele classes. We're excited to have her back, and so far the classes have been yet again very well received!

Cricut Card Making Class – Libbey's computer and crafting expertise was on full display as she taught a class on how to use the Cricut to make holiday cards! Attendees learned how to program, set up, and finish the Cricut to make a variety of holiday, greeting, and other types of cards to give to their loved ones.

Nick Smith Poetry reading and book signing – SUNY Professor, poet, and film maker Nick Smith will be giving a reading of his poetry and signing books on February 24th at noon. He also expressed an interest in helping to make some short promotional videos for the Association, so stay tuned for updates on that front.

Kids Take Over the Library – 40 kids came on President's Day to make friendship bracelets, watch the Super Mario Brothers movie, play X-Box and computer games, try out many different board games courtesy of Ben Nichols from Heart of the Game, eat pizza, and bust open a piñata full of candy! We've doubled attendance from last year's numbers, and everyone had a delightful time! Many thanks to Carey, Garrett, Prince, and Ben for their help in making this a delightful day for the kids!

Annual Report – All submitted, except for the final financials, which are currently with Kathy at the system. Went very smoothly this year!

Pottery Installation for March: Scott Creek Collaborative – reception
March 7th 5-7pm

Painting Installation for March: Jackie Damore – reception TBA

January 2024 Programming Stats

CHILDREN

Storytime Sessions: 6

Storytime Attendance

Kids 28

Adults 16

ABCD visit 1/19

Kids 7

Adults 2

Master Builders

Sessions: 3

Attendance: Kids 9

Adults 7

ADULTS

Artist Reception 1/18

42 Attendees

Computer programs

Training: 1 sessions, 2 attendees

Individual tutoring: 9 participants

Ukulele Lessons

Sessions: 1

6 Attendees

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Archivist's Report

Grape Belt Digital Archive

- Items Catalogued = 696
- Items Online = 246
- A big thank you to Kay and Vicki for their continued hard work!

Philo Jackson Sage Collection

- Finished arrangement of the Philo J. Sage Collection (#4060), a collection of 534 items, mostly correspondence, financial documents, and several diaries.

Arrangement

- Work has begun in earnest on the Clark-Collesano Family Collection (#4082), the Financial Series of the Village Papers Collection (R-887), and the Local Organizations Collection.

Home Locations

- 42 items were numbered, cataloged into Past Perfect, and housed in their respective collections.

Book Project

- Libby is helping to inventory our book collection, allowing me to catalog missing items in Past Perfect and address preservation concerns.

Chautauqua Leadership Network

- The program kicked off with a weekend retreat on February 16 & 17.

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Curator's Report

Building

- On January 23rd, the gutter on the east side of the museum fell. Gutter and fascia both fell off, and were photographed sitting on the ground. Rapid snow melt resulted in a cascade of water falling to the ground off the drip edge. Estimate for carpenter's repair received and sent to the Village Clerk on Feb. 10th. Cost \$2485.
- The DPW director agreed that heat tape may help solve this issue in future.

Collections

- Recent acquisitions include a large collection from the Rowley house in Lanoa, including ledgers from 1850s-1880s, which were donated by Chautauqua County Genealogical Society.
- Reed conservation department is conserving one of our copies of Biographical and Portrait Cyclopedia of Chautauqua County (1891)– spine reattachment and hinge reinforcement.

Exhibits

- Reciprocal visits with Reed Library archivist resulted in agreement to exchange artifact loans; Barker will borrow items for the printing exhibit in April, and will loan items from our music collection for a joint exhibit at Reed in July.

Annual & Monthly Statistics

- Visitation in January: 33
- Victorian Valentines workshop (Feb 10): 7 visitors

