

Board Minutes: April 9, 2024

Present: Dave Dewey, Sue Ruestow, Pat Smith, Emelinda Gronwall, Pamela Gilbert, Patrick McGowan
Meeting called to order by Dave Dewey at 4:31 p.m.

Motion to accept March 12, 2024 minutes by Pat Smith; second by Pam Gilbert; motion carried.

Staff Conversations: Ray Riopel, Monica Gatto

Public Comment:

No public comment from the floor.

Correspondence:

April 2024 Newsletter

Notice of probate process will / revocable living trust for which the Sidney Memorial Public Library is named as a beneficiary

Notice of flood insurance renewal from selective insurance

Insero & Co. – corporate transparency act – beneficial ownership information reporting and email response from Steve Bachman, Executive Director, Four County Library System

Financial:

Gift from Rotary Club of \$415 for Books for Babies. Motion to accept by Pam Gilbert, second by Emelinda Gronwall; motion carried.

Receipts were presented.

Community Bank 3-month CD in the amount of \$100K with a maturity date of 6/15/24. Keep on checking it and watch time frame for investment maturity for this and the other \$100K held in a 13-month CD maturing 5/14/24.

Standards were presented.

Disbursements presented.

Board Claims in the amount of \$8,373.66, motion by Sue Ruestow, seconded by Pat Smith, motion carried.

Check numbers 13369 to 13398 were approved.

Vote on Flood Insurance by Selective Insurance, Option A \$6,119. Motion to accept by Emelinda Gronwall, Seconded by Pam Gilbert, motion carried.

Personnel:

3/22/24 Staff Development Day went well.

Three performance reviews were completed.

Collection Development:

Ongoing weeding and purchasing.

Buildings / Grounds:

We received the completed contract for the installation of a new HVAC system. Deadline of April 17 for meeting initial requirements.

McGee Elevator and NY State inspector completed annual testing and five-year full load test, elevator passed.

Policy Development:

Fixed Asset Capitalization policy as recommended by auditors, motion to accept by Pam Gilbert, seconded by Pat Smith, motion carried.

Policies are being sorted and reviewed.

Unfinished Business:

Implement HVAC replacement.

Friends of the Library:

Doing well, 45 members.

The Books ala Cart and Backdoor Booksale are generating around \$100 per month.

Other:

Reviewed Director's Report.

Motion to go into Executive Session for discussion on personnel, motion by Sue Ruestow, second by Pam Gilbert, motion carried.

Motion to come out of Executive Session – no action taken at this time, motion by Pat Smith, second by Pam Gilbert, motion carried.

Motion to adjourn made by Emelinda, second by Pat Smith, motion carried. Meeting adjourned at 6:35 PM.

Submitted by Sue Ruestow.