

Board Minutes: June 11, 2024

Present: Dave Dewey, Sue Ruestow, Nancy Hornung, Pat Smith, Emelinda Gronwall, Mary Jane Plummer, Pamela Gilbert, Patrick McGowan

Meeting called to order by Dave Dewey at 4:30 p.m.

Motion to accept May 14, 2024 minutes by Sue Ruestow, second by Pam Gilbert; motion carried.

Staff Conversations: Suzanne Patrick

Motion to amend the Agenda to have executive session before adjournment made by Mary Jane Plummer, seconded by Pat Smith; motion carried.

Public Comment:

No public comment from the floor.

Correspondence:

June 2024 Newsletter.

Thank you letter from Peter Fletcher, classical guitarist.

Letter from Sidney School District for final payment of FY 24 budget in the amount of \$85,182.62.

CD Receipt for \$104,407.04 3-month term at 4.75%. Maturity date is 8/13/24.

4CLS E rate form signed by Pat.

Masonville thank you letter accompanying \$200 donation to the Friends of the Library for Masonville Programming by Next-2-New.

Financial:

Gifts; \$200 from Friends of the Libraries. Motion made by Pam Gilbert to accept, seconded by Emelinda Gronwall; motion carried.

Board Claims in the amount of \$7,941.75, motion to approve by Sue Ruestow, seconded by Pat Smith; motion carried.

End of year fiscal meeting date is June 27, 2024 at 4:30.

Receipts were presented.

Standards were presented.

Disbursements were presented.

Check Numbers 13430 to 13460 were approved.

Discussion of rollover of \$100K CD maturing on 6/15/24. Pat and Marcie will make a decision regarding transferring a portion of the funds to savings.

Personnel:

Patrick McGowan recommended promotion of Dawn Armstrong, Cassandra Hunter, Joyce Neal, and Lauren Womelsdorf to Senior Library Clerk. Motion to approve by Pat Smith, seconded by Pam Gilbert.

Patrick McGowan recommended hiring of Jewel Pettit and Cooper Casey as part-time Library Page positions. Motion to approve by Sue Ruestow, seconded by Mary Jane Plummer; motion carried.

Collection Development:

Ongoing weeding and purchasing.

Buildings / Grounds:

Discussed the non-performance of the HVAC contractor Tri-County Heating and Air Conditioning due to injury at another job location. Installation is planned for mid-August 2024.

Motion made to empower Pat to look into lighting upgrades to use the remaining money in the HVAC construction grant made by Sue Ruestow, second by Pat Smith; motion carried.
Submitted Letter of Intent for NY state construction grant to replace the elevator. Estimate to replace the elevator is \$250,000.

Policy Development:

First reading of the revisions to the Other Paid Leave policy.
First reading of the revisions to the Computer / Internet Use policy.

Unfinished Business:

Complete HVAC replacement.

New Business:

Will be applying for the NY State Construction grant.

Friends of the Library:

Refer to Agenda for meeting on 6/5/24.

Other:

Director's Report - Refer to report.

Executive Sessions:

Motion made to move into Executive Session to discuss personnel issues by Sue Ruestow, seconded by Emelinda Gronwall at 6:10, motion carried.

Motion to come out of Executive Session made by Sue Ruestow at 6:39, seconded by Pat Smith; Motion carried.
No Action required.

Motion to adjourn made by Emelinda Gronwall at 6:40, second by Mary Jane Plummer Smith, motion carried.
Meeting adjourned at 6:40 PM.

Next meeting on June 27th 2024 at 4:30 PM. Meeting to be held at the Sidney Memorial Public Library – Smart Community Room.

Submitted by Nancy Hornung,
Secretary