



Board of Trustees Meeting

Minutes of Meeting on November 16, 2022

I. Call to order: Meeting was called to order at 9:06 am

Motion to call meeting to order: E. Rivera, 2nd N. Hoffman

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

II. Roll call/Attendance

- a. Library Trustees Present: President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman
- b. Library Trustees Excused: N/A
- c. Library Trustees Absent: N/A
- d. Library Staff Present: Library Director, Seth Jacobus

III. Adoption of November 16, 2022, meeting agenda

Motion to adopt meeting agenda for November 16, 2022: G. Snyder, 2nd N. Hoffman

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

IV. Period of Public Expression: N/A

V. Approval of minutes from the July 21, 2022, meeting

Edits had not been completed by the date of this meeting. E. Rivera will provide.

VI. Approval of minutes from the September 7, 2022, meeting

Edits had not been completed by the date of this meeting. E. Rivera will provide.

VII. Approval of minutes from the October 26, 2022, meeting

Edits had not been completed by the date of this meeting. E. Rivera will provide.

VIII. Manifest #6

MOTION

Motion to accept Manifest #6

Motion by E. Rivera, 2nd N. Hoffman, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

- IX. November financial report: Reviewed the November financial report. The revenues through October 2022 were \$15,431.93 and expenses were \$388,897.60. The library fund through October 2022 was \$994,674.32.

MOTION:

Motion to approve the November financial report [s1]2022

Motion by N. Hoffman; 2nd, E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

X. Old Business

- a. Video Recording Policy
Tabled, additional edits coming up at next meeting
- b. Code of Conduct Policy
- c. A. Kane – Sending letter to allow Kane to return
- d. Librarian I-Part Time

Motion to approve H. Bryson as temporary Library Assistant at \$27.12/hr, 19 hours per week:[s2]

Motion by C. Thomson; 2nd, E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

XI. New Business

- a. 2022 NYLA Employee Reimbursements

Motion to approve 2022 NYLA Employee Reimbursements

Motion by E. Rivera, 2nd, G. Snyder, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

b. Minimum Wage Increases

Motion to approve Minimum Wage Increases beginning December 31, 2022:

Motion by G. Snyder; 2nd, E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

c. G. Snyder Budget Review – Went over revenue and expenses

d. 2023 4CLS Cost of Services

Motion to approve 2023 4CLS Cost of Services \$45,825

Motion by N. Hoffman; 2nd, E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

e. Board of Trustee Candidate – Stephanie Surowka-Sanders - Stephanie

Motion to approve Board of Trustee Candidate S. Surowka-Sanders

Motion by E. Rivera, 2nd, C. Thomson, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

XII. **Motion for Executive Session George, Charlene 2nd 11:20 am**

a. PT Role, Megan Morse, to return to part time capacity Library Clerk at rate of 15.20/hr

b. Heidi Bryson, voted to PT Librarian I Pay 27.15/hr.; 19 hrs per week

- c. Returned 11:24 am
- XIII. Other Business –
- XIV. Adjournment



Elizabeth Rivera, Secretary

11/30/2022

Date