

**Heermance Memorial Library  
Board of Trustees Meeting  
March 16, 2023**

**In Attendance:** Catherine Benson; Library Director, Carol Seraio, Laura Shauger, Eileen West, Charles Hailer, Marilyn Rausch, Lydia Okrent **Absent:** Mark Maraglio, Joe Garland

**Confirm Quorum, Call To Order:** 6:30pm

1. Pledge of Allegiance
2. Guests: None
3. Approval of Agenda: **Motion made by Laura Shauger, seconded by Marilyn Rausch, carried**
4. Approval of Amended Prior Meeting Minutes: Changes made to reflect board members last names and minor rewording regarding library audits, which are required every five years with a review every three years. **Motion made by Laura Shauger, seconded by Marilyn Rausch, carried**
5. Period of Public Expression: None
6. Correspondence: NY Forward Grant and \$1,500 Stewarts grant were awarded
7. Treasurer Report: Mark Maraglio was not available to give his report. Upon reviewing the proposed disbursements, the Central Hudson bill stood out as being higher than normal, this was explained that the bill was for three months. Catherine reported the Times Union bill is lower as Jacqueline Whitbeck negotiated a discount for the library. **Motion made to accept the proposed disbursements by Charles Hailer, seconded by Eileen West, carried**
8. Director's Report: Catherine reviewed the director's report and noted: she will add Sexual Harassment Training to the compliance calendar. Catherine reminded board members of their Niche Academy assignments. **Motion made to approve the provisional appointment of Jennifer Grounds as Library Business Assistant by Laura Shauger, seconded by Marilyn Rausch, carried**
9. Old Business: All Code of Ethics and Conflict of Interest forms are in except for Mark, which he will do when he returns.
10. New Business: **Motion made to approve NYS Division of Library Development Annual report made by Charles Hailer, seconded by Laura Shauger, carried.**
11. Period of Public Expression: None
12. Dates of future board meetings: Next meeting will be held on Thursday, April 20, 2023 at 6:30pm. Meetings are held on the third Thursday of each month at 6:30pm
13. No executive session required/requested
14. **Motion to adjourn at 7:14pm by Charles Hailer, seconded by Eileen West, carried**

Respectfully submitted by: Eileen West on April 12, 2023