

Heermance Memorial Library Board of Trustees Meeting Minutes October 19, 2023

In Attendance: Catherine Benson, Carol Serazio, Laura Shauger, Eileen West, Charles Hailer, Liana Felt.
Absent: Mark Maraglio, Joe Garland and Bridget McGuigan

1. Call to Order: 6:33pm
2. Pledge of Allegiance
3. Adoption of Agenda: **Motion made by Charles, seconded by Laura, carried.**
4. Approval of Prior Meeting Minutes: **Motion made to approve September Meeting Minutes, as amended, made by Carol, seconded by Marilyn, carried.**
5. Period of Public Expression: None
6. Correspondence: As the Library is in the running for the NY Forward Grant, it was suggested the Library lower the amount requested, to have the project done in phases and identify outside sources of funding. In turn, the Library resubmitted, making our "ask" \$1,424,332.00 from \$1,699,000.00. A donation of \$4,000.00 was received and the Board earmarked for new computers.
7. Treasurer's Report: Mark was not in attendance to give a report. The Board reviewed the Profit and Loss Statement and the list of disbursements. **A motion was made to accept the list of proposed disbursements, in the amount of \$7,165.92, by Charles, seconded by Laura, carried.** Catherine reported Rebekah Dempsey has been contracted to facilitate story times.
8. Director's Report: Catherine reviewed her report noting: the Library will be participating in the Reed Street Block Party, weather pending, as outdoor activities are planned. The Friends of the Library will host a Halloween Party on October 28, from 1:00pm-3:00pm and are looking for volunteers. Catherine mentioned the Friends would welcome more members. They meet the 2nd Thursday of each month at 6:00pm. Catherine reviewed Library statistics, highlighting the number of 137 unique users last month checking out electronic materials through Libby. The Board discussed the different service plans provided by Kool Temp. **A motion was made to choose the Platinum Membership by Charles, seconded by Laura, carried.**
9. Committee Reports: Catherine asked the following policies need review and updating: Sexual Harassment, Volunteer Policy, Whistleblower Protection, Investment Policy and the Patron Code of Conduct. Catherine discussed with the Buildings and Grounds Committee the area of sinking ground by the cistern and the ruts in the driveway need to be taken care of before winter.
10. Old Business: NY Forward grant meeting is scheduled for 10/25/23, 6-8pm at Village Hall.
11. **New Business: A motion was made for Liana Felt to fill in an interim board position by Charles, seconded by Marilyn, carried.** Catherine reviewed the election results. The Board reviewed Facility Plan recommendations.
12. Period of Public Expression: None
13. Board meetings are held on the third Thursday of each month at 6:30pm, the next scheduled for November 16, 2023.
14. Adjournment: **Motion made to adjourn at 8:18pm by Eileen, seconded by Charles, carried.**