

The April 13, 2022 meeting of the Library Board of Trustees was called to order at 5:05 p.m. Members present were Mary Young, Lora Allen, Tracy Martorana, and Michael Iten. Also present was Betsy Halvorsen.

**Minutes:** The minutes of the March 9, 2022 meeting were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Treasurer's Report:** Attached. A journal entry moving \$310.87 from the 4701 budget line to the 4300 budget line was approved on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.

**Approval of Bills:** Bills for April, totaling \$14,404.01 were approved on a motion by Michel Iten, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

#### **Old Business:**

- **Budget 2022-23 Approval:** The board approved the budget for the upcoming fiscal year of July 1, 2022 through June 30, 2023 on a motion by Michael Iten, seconded by Lora Allen, and carried unanimously.
- **Public Hearing May 11 @ 5:30 pm:** A public hearing regarding the upcoming budget vote will be held immediately following the May 11 board meeting.
- **Copier Purchase:** The board approved the purchase of a new workroom copier from Toshiba Business Solutions for a cost of \$4,271.95 on a motion by Tracy Martorana, seconded by Michael Iten, and carried unanimously.

#### **New Business:**

- **Fine Free Status:** On a suggestion from Nioga, the board approved the move to "fine free" status to begin May 2 instead of July 1. This was approved on a motion by Michael Iten, seconded by Tracy Martorana, and carried unanimously.
- **Parking Lot:** Betsy informed the Board that she spoke with both the Chief of Police and the head of the town DPW regarding the parking situation on Wolcott Street. It was decided that some of the handicapped spots would be removed creating three more regular parking spaces. The handicapped spot to stay has yet to be determined. Bob Lathan was going to ask Chief Kellogg to talk to the superintendent about having his staff not park on Wolcott Street and about letting library staff cut through the school again. Betsy will follow up with the Chief of Police before the next board meeting.
- **Sidewalk Construction:** The front entrance to the library will be closed off beginning May 2 for work to be done on the stairs, porch, and sidewalk. The book drop will remain closed during this time. Patrons will have to return books during library hours or at other libraries. There will be no fines on late WML materials as we will be fine free by then.

#### **Other**

- **Early Literacy Computers:** A motion was made by Lora Allen to move \$6,500 into the equipment budget line from the general fund to purchase new AWE computers. This was seconded by Michael Iten, and carried unanimously. The board approved the purchase of two new base

model AWE computers for a cost of \$6,503.00. This was approved on a motion by Michael Iten, seconded by Tracy Martorana and carried unanimously.

- Handbook: Betsy presented two options from Paychex for getting the employee handbook redone. It was determined that a meeting with the Paychex rep would be necessary. Betsy will set the meeting up and this item will be pushed to a later date.

The meeting was adjourned at 6:36 p.m. on a motion by Lora Allen and seconded by Michael Iten.

Respectfully submitted.