

The December 13, 2023 meeting of the Library Board of Trustees was called to order at 5:01 p.m. Members present were Mary Young, Tracy Martorana, and Lora Allen. Also present was Betsy Halvorsen.

**Minutes:** The minutes of the November 8, 2023 meeting were approved on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.

**Treasurer's Report:** Attached.

**Approval of Bills:** Bills for November, totaling \$32,989.74 were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

**Old Business:**

- **DHPSNY Update:** Betsy Halvorsen informed the board that she had been in contact with the DHPSHY office to determine if they were the correct place to go through to help with the preservation of the old books in the Local History room. It was decided that since we do not plan to make the books accessible to people, that we will have to go through another company for assistance. Betsy will reach out to the WNY Regional Library Council to see if they can assist with next steps.
- **Safety Walkthrough/Active Shooter Training:** Betsy confirmed with the board that they would like the LeRoy Police Department to do a walkthrough of the building.
- **Child Library Use Policy:** The Board approved the revised Child Library Use policy on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.

**New Business:**

- **Staff Holiday Party:** The board approved the Library closing early one evening (tentatively Thursday, January 18) for the library staff to have a holiday party on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.
- **2024 Holidays:** The board approved the 2024 Holiday calendar (including closing early on Monday, April 8) on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Other**

The meeting was adjourned at 5:45 pm on a motion made by Tracy Martorana.  
Respectfully submitted.