



Board of Trustees Meeting
Minutes of Meeting on May 19, 2022

- I. Call to order: Meeting was called to order at 7:05 PM by President Emilie-Chang Jackson.
- II. Roll call/Attendance
 - a. Library Trustees Present: President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffmann, Dr. Jeffrey Ribner, and Charlene Thompson. Note: Vice President Rivera experienced intermittent technical issues and was therefore not present throughout the entirety of the meeting.
 - b. Library Trustees Excused: Trustees Mo Gillette and George Snyder, Jr.
 - c. Library Trustees Absent: N/A
 - d. Library Staff Present: Library Director Seth Jacobus

III. Adoption of May 19, 2022 meeting agenda

MOTION: Motion to adopt the agenda for the May 19, 2022 meeting made by Trustee Dr. Ribner. Motion seconded by Trustee N. Hoffmann. Motion carried.

YES: 6/6; President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson

NO: 0/6

IV. Period of Public Expression: N/A.

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

MOTION: Motion to approve the minutes for the April 21, 2022 meeting made by Trustee Dr. Ribner and seconded by Trustee N. Hoffmann.



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YES: 6/6; President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson
NO: 0/6

VI. Manifest #12

MOTION: Motion made by Trustee Dr. Ribner to approve Manifest #12 with a total of \$77,349.34. Seconded by Trustee N. Hoffmann. Motion carried.

YES: 5/5; President Emilie Chang-Jackson, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson
NO: 0/5

VII. Financial report: Reviewed the financial reports through April 2022. The revenues through April 2022 were \$1,320,033.53 and expenses were \$1,176,811.53. The library fund through April 2022 was \$1,460,989.25.

MOTION: Motion to approve the financial reports through April 2022 made by Trustee Dr. Ribner and seconded by Trustee N. Hoffmann. Motion carried.

YES: 6/6; President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson
NO: 0/6

VIII. Old Business

- a. Summer newsletter quotes: The board discussed quotes from several vendors for the printing and mailing of for the joint summer newsletter for GFJ and YHPL.



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- b. Hoopla contract: Director Jacobus updated the board regarding the contract with Hoopla.
- c. 22-23 NYS Construction Grant Project: Rob Warholic from Smith Site Development joined the meeting to share details and answer questions about renovating the main floor meeting room. The board discussed the project.

IX. New Business

- a. Viewsonic Viewboard quote: The board discussed the interactive display to be included as part of the meeting room renovation project.
- b. 22-23 NYS Construction grant project Intent to Apply form: The board discussed the 4CLS Notification of Intent to Apply form.

MOTION: Motion made by Trustee N. Hoffmann to approve and submit the 22-23 intent to apply form with a project cost of \$30,000 for the meeting room renovation and interactive display. Seconded by Trustee Dr. Ribner. Motion carried.

YES: 6/6; President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson

NO: 0/6

- c. Slate of officers: The board discussed the slate of officers to be elected next meeting.
- d. April department head meeting minutes: The board discussed the April department head meeting minutes.
- e. Board of Elections letter: Director Jacobus shared the letter from the Board of Elections with information regarding using the library as a poll site for the upcoming Primary Election – Tuesday, June 28, 2022.



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- f. Summer newsletter draft: The board discussed the summer newsletter draft.

X. Other Business: N/A

XI. Adjournment

MOTION: Trustee Dr. Ribner motioned to adjourn at 8:14 PM. Seconded by Vice President E. Rivera. Motion carried.

YES: 6/6; President Emilie Chang-Jackson, Vice President Elizabeth Rivera, Secretary Melissa Lawson, Trustees Nadine Hoffman, Dr. Ribner, and Charlene Thompson

NO: 0/6

Melissa Lawson, Secretary

Date