



Board of Trustees Meeting

Minutes of Meeting on October 26, 2022

- I. Call to order: Meeting was called to order at 6:01 PM by President M. Gillette
- II. Roll call/Attendance
 - a. Library Trustees Present: President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman
 - b. Library Trustees Excused: N/A
 - c. Library Trustees Absent: N/A
 - d. Library Staff Present: Library Director, Seth Jacobus

- III. Approval of meeting agenda for October 26, 2022, meeting

MOTION:

Motion to approve the agenda for the October 26, 2022, except for item V. & VI. (Minutes from July 21, 2022 and September 7, 2022, meeting moved to November meeting; corrections were sent by S. Jacobus and minutes need revision.)

Motion by G. Snyder, 2nd N. Hoffman, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

- IV. Period of Public Expression: N/A
- V. Approval of minutes from July 21, 2022, meeting moved to November Meeting pending corrections as stated in Item III.
- VI. Approval of minutes from September 7, 2022, meeting moved to November Meeting pending corrections as stated in Item III.
- VII. Manifest #4

MOTION

Motion to accept Manifest #4

Motion by N. Hoffman, 2nd by E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

VIII. Manifest #5

MOTION:

Motion to accept Manifest #5

Motion by N. Hoffman, 2nd by E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

IX. August financial report: Reviewed the August financial report. The revenues through September 2022 were **\$15,431.93** and expenses were **\$388,897.99**. The library fund through September 2022 was **\$994,674.32**.

MOTION:

Motion to approve the August financial report 2022.

Motion by C. Thomson, 2nd, E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

X. Old Business

- a. Video Recording Policy – Discusse, no motion was made. Will be presented at a later date for vote
- b. 21-22 NYS Construction Grant FYI – Discussed, no motion made.
- c. 22-23 NYS Construction Grant FYI – Discussed, no motion made.
- d. A. Kane Email – Village attorney will be consulted on how to address this concern. A FOIL request will be made on hi to determine whether it is safe to allow Mr. Kane back. Steve Bachman Exec County @ System will be consulted on any experience he may have with this matter.
- e. Page – PT Vacancy –

MOTION:

Motion to approve hiring a PT page for up to 18 hrs per week at a rate of \$13.20/hr.

Motion by N. Hoffman, 2nd by E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

- XI. New Business
 - a. Librarian I – PT Vacancy

MOTION:

Motion to approve hiring a PT – Librarian Position for 19 hours/wk with a rate of \$26.15 - \$28.40/hr.

Motion by N. Hoffman, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

- b. Librarian II Adult Services-Vacancy

MOTION:

Motion to approve hiring for a Librarian II Adult Services Vacancy at an annual salary of \$65,000.

Motion by N. Hoffman, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

- a. Holidays 2023

MOTION:

Motion to approve Holidays for 2023.

Motion by G. Snyder, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

XII. Motion for Executive Session

There was a motion to enter executive session to discuss: The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

MOTION:

Motion to enter Executive Session, 7:10 pm

Motion by M. Gillette, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

a. Library 1 – FT Vacancy

MOTION:

Motion to hire B. Butler at salary of \$57,681, hourly adjusted for full time, appointing to this position beginning 10/27/2022

Motion by N. Hoffman, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

b. Clerk – FT Vacancy (currently Megan’s position – was PT clerk, moved up) by 11/27/2022. To be voted on next meeting.

c. Resignation Letter – C. Seary.

MOTION:

Motion to accept resignation from C. Seary.

Motion by C. Thomson, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

MOTION:

Motion to leave executive session, 7:28 pm

Motion by M. Gillette, 2nd E. Rivera

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5

XIII. Other Business

a. G. Snyder – Strategic and other plans for GFJ Library Overview

XIV. Adjournment

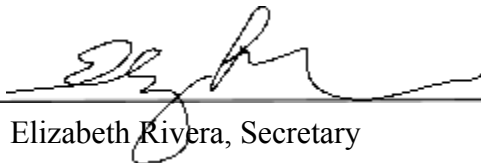
MOTION:

Motion to adjourn at 7:46 pm

Motion by C. Thomson, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President, M. Gillette; V. President, G. Snyder; Secretary, E. Rivera, and Trustees C. Thomson and N. Hoffman

NO: 0/5



Elizabeth Rivera, Secretary

11/30/2022

Date