



Board of Trustees Meeting

Minutes of Meeting on May 17, 2023

- I. Call to order: Meeting was called to order at 6:00 PM by President M. Gillette
Motion by M. Gillette, 2nd E. Rivera, unanimously approved. Motion carried.
YES: 5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- II. Roll call/Attendance
 - a. Library Trustees Present: President: M. Gillette; Secretary: E. Rivera; and Trustees: M. Mancini, C. Thompson, S. Surowka
 - b. Library Trustees Excused:
 - c. Library Trustees Absent:
 - d. Library Staff Present: Library Director, Seth Jacobus

- III. Approval of meeting agenda for May 17, 2023, meeting
Motion to approve the agenda for May 17, 2023, except for items V, VI & VII. (Minutes from previous meetings moved to June meeting)
Motion by M. Gillette 2nd E. Rivera, unanimously approved. Motion carried.
YES: 5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- IV. Period of Public Expression: N/A

- V. Approval of minutes from October 26, 2022, tabled to June 2023 meeting

- VI. Approval of minutes from November 23, 2022, tabled to June 2023 meeting

- VII. Approval of minutes from April 24, 2023, meeting, tabled to June 2023 meeting
Motion by M. Gillette, 2nd E. Rivera, unanimously approved. Motion carried.

YES: 5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

VIII. Manifest #12 - (Last of the fiscal year)

Motion to accept Manifest #12

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

YES: 5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

IX. May 2023 financial report

Motion to accept the May financial report.

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

YES: 5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

X. Old Business

- a. GFJ/YHPL Vote Committee - discussed forming a committee to research whether or not to increase the tax levy in 2024.
- b. 2023-2024 NYS Construction Grant/Intent to Apply form - discussed pre approving \$25,000 to start the project

Motion to approve the 2023-2024 NYS Construction Grant/Intent to Apply form
Motion by M. Gillette, 2nd E. Rivera, approved. Motion carried.

YES: 4/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, S. Surowka | **NO: 0/5** | **Abstain: 1/5** C. Thompson

- c. Strategic Plan Committee Report/Minutes

Motion to approve Strategic Plan Committee Report/Minutes
Motion by M. Gillette, 2nd E. Rivera, unanimously approved. Motion carried.

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

XI. New Business

- a. H. Smith Board Candidate

Motion to approve H. Smith appointment to the Board of Trustees.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- b. ILS Agreement - for checking books in & out

Motion to approve ILS Agreement.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- c. '23-'24 Automation Fee Invoice

Motion to approve Automation Fee Invoice.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- d. L. Sukarat Board Candidate - discussed application, agreed to invite to next month's board meeting.

- e. Library Clerk Vacancy - PT

Motion to approve Library Clerk Vacancy - PT.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- f. Staff Development Day - Reschedule

Motion to approve rescheduling staff development day.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

- g. Slate of Officers - discussion of next fiscal year's slate of officers. To be approved next board meeting.
- h. N. Hoffman resignation

Motion to approve resignation of N. Hoffman.

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

XII. Motion for Executive Session

Motion to enter Executive Session at 7:08 pm

The Board voted to enter into 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 by M. Gillette, 2nd E. Rivera, unanimously approved. Motion carried.

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

The Board discussed the Library Assistant - PT Vacancy.

Motion to exit Executive Session at 7:13 pm

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

XIII. Other Business

- a. **Discussed current number of board members and considering updating the number of seats moving forward.**

XIV. Adjournment

Motion to adjourn at 7:58 pm

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

YES:5/5; President: M. Gillette; Secretary: E. Rivera and Trustees: M. Mancini, C. Thompson, S. Surowka | **NO: 0/5**

Maureen Gillette

2024

Maureen Gillette, President

Date