



Board of Trustees Meeting

Minutes of Meeting on June 19, 2024

I. Call to order: Meeting was called to order at 7:36 PM by President M. Gillette

Motion by M. Gillette, 2nd H. Smith, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

II. Roll call/Attendance

- a. Library Trustees Present: President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, H. Smith
- b. Library Trustees Excused: S. Russell, P. Russell, L. Sukarat
- c. Library Trustees Absent:
- d. Library Staff Present: Library Director, Seth Jacobus

III. Election of Officers

H. Smith Motion to nominate the following slate of officers: M.Mancini-President, S. Russell-Vice President, and M. Gillette-Secretary

Motion by G. Bridges, 2nd H. Smith, unanimously approved. Motion carried.

YES: 4/4; President: M. Gillette; V. President: M. Mancini; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

IV. Adoption of meeting agenda for June 19, 2024 meeting.

Motion to approve the agenda for the June 19, 2024 meeting.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

V. Period of Public Expression: N/A

VI. Approval of minutes from May 15, 2024 meeting

Motion to approve the minutes from the May 15, 2024 meeting.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

VII. Revised Manifest #12

Motion to approve Revised Manifest #12.

Motion by H. Smith, 2nd M. Gillette, unanimously approved. Motion carried.

VIII. Manifest #1

Motion to approve Manifest #1

Motion by M. Mancini, 2nd M. Gillette, unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

IX. June financial report-

Motion to approve the June financial report, pending the correction for Library Fund total to be \$1,719,191.17, not \$1,719,191.10. .

Motion by M. Mancini, 2nd H. Smith, unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | **NO: 0/4**

X. Old Business

a. Vote Committee Report

Trustees reviewed the Vote Committee draft meeting minutes from their meeting on May 29, 2024.

b. Full Time Adult Services Librarian I

Motion to approve the hiring of Elizabeth Honis to the Full-Time vacant Librarian I position at an hourly rate of \$26.50 per hour.

Motion by M. Gillette, 2nd M. Mancini, unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | NO: 0/4

XI. New Business

- a. NYS Construction Grant Project Invoice & POs

Motion to approve the partial payment of \$10,000 to Essential Constructs as a down payment for the work to be completed for the 24/25 NYS construction grant project to lock-in the overall project's costs (\$110,308).

Motion by M. Mancini, 2nd G. Bridges, unanimously approved. Motion carried

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | NO: 0/4

- b. Baby-Changing Station

Table the motion to approve the quote and payment of \$1,500 to Tokos Contracting for the installation of a baby-changing station in the basement bathroom of the library.

Board has requested that Director reach out to the company for a quote showing full breakdown of the cost of materials & labor, also if we are able to purchase the unit ourselves and just have the company install.

- c. GFJ Social Media Accounts

GFJ staff has decided to add a LinkedIn account as one of our social media platforms.

- d. Excellus Rate Increases Letter

Trustees reviewed the letter from Excellus which is proposing a 16.73% increase in health insurance premiums next year.

XII. Motion for Executive Session

XIII. Other Business

For next month's agenda: concern brought up by a board member about a former employee, who had been terminated from employment, continuing to frequent the library.

XIV. Adjournment

Motion to adjourn at 8:38 pm

Motion by M. Gillette, 2nd M. Mancini , unanimously approved. Motion carried.

YES: 4/4; President: M. Mancini; Secretary: M. Gillette; and Trustees: G. Bridges, H. Smith | NO: 0/4



6/29/2024

Maureen Gillette, Secretary

Date