



**Board of Trustees Meeting**  
Minutes of Meeting on December 18, 2024

- I. Call to order: Meeting was called to order at 6:05 PM by President M. Mancini  
**Motion by M. Mancini, 2<sup>nd</sup> P. Russell, unanimously approved. Motion carried. YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**
- II. Roll call/Attendance
- a. Library Trustees Present: President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat
  - b. Library Trustees Excused:
  - c. Library Trustees Absent:
  - d. Library Staff Present: Library Director, Seth Jacobus
- III. Approval of meeting agenda for December 18th, 2024 meeting.  
**Motion to approve the agenda for the December 18, 2024 meeting.**  
**Motion by M. Mancini, 2<sup>nd</sup> P. Russell, unanimously approved. Motion carried. YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**
- IV. Period of Public Expression: N/A
- V. Your Friends of the George F. Johnson Memorial Library: N/A
- VI. Approval of minutes from November 20, 2024 meeting  
**Motion to approve the minutes from the November 20, 2024 meeting, once edited to include Cheryl Brown in attendance to those minutes.**  
**Motion by M. Mancini, 2<sup>nd</sup> H. Smith, unanimously approved. Motion carried.**

**YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

VII. December Bills Manifest -

**Motion to accept December Bills Manifest**

**Motion by M. Mancini, 2<sup>nd</sup> G. Mancini, unanimously approved. Motion carried. YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

VIII. December Financial report

**Motion to accept December Financial report**

**Motion by M. Gillette, 2<sup>nd</sup> G. Mancini, unanimously approved. Motion carried. YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

IX. Old Business

- a. Vote committee report
- b. Griffiths Engineering Site Work Quote (Rob Warholc Essential Constructs)

**Discussed reasoning behind creating a blueprint/drawing of the entire library.**

**Motion to approve Griffiths Engineering Site Work Quote in the amount of \$4,950.**

**Motion by P. Russell, 2<sup>nd</sup> H. Smith, unanimously approved. Motion carried. YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

- c. Librarian I Vacancy-Children's Dept.

**Motion to approve the hiring of Baylee West as a Librarian I in the Youth Services Department at a salary of \$55,000.**

**Motion by M. Mancini, 2<sup>nd</sup> S. Russell, unanimously approved. Motion carried.**

**YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

X. New Business

- a. Hygiene Pantry Memo

**Motion to approve or deny the request of \$2,000 per year.**

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

**YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**

- b. Excellus Rate Increase Letter

Discussed upcoming rate increase.

- c. Friends Meeting Memo & Budget Timeline - tabled

XI. Other Business

Tech classes - request that the instructor focus more on Android OS given the demographic of the students in attendance. The syllabus given also doesn't specify that the class would be focused on Apple, not Android.

XII. Adjournment

**Motion to adjourn at 7:25 pm**

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

**YES: 7/7;** President: M. Mancini; V. President: S. Russell; Secretary: M. Gillette; and Trustees: G. Mancini, P. Russell, H. Smith, L. Sukarat | **NO: 0/7**



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Maureen Gillette, Secretary

December 18, 2024

Date