



## **Board of Trustees Meeting**

Minutes of Meeting on July 17, 2024

- I. Call to order: Meeting was called to order at 6:01 PM by President M. Mancini

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

- II. Roll call/Attendance

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

- III. Adoption of meeting agenda for July 17, 2024 meeting.

**Motion to approve the agenda for the July 17, 2024 meeting, with deletion of the election of officers**

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

- IV. Period of Public Expression: N/A

- V. Approval of minutes from June 19, 2024 meeting

**Motion to approve the minutes from the June 19, 2024 meeting.**

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

VI. Manifest #2

**Motion to approve Manifest #2.**

**Motion by H. Smith, 2<sup>nd</sup> M. Gillette, unanimously approved. Motion carried.**

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

VII. July financial report

**Motion to approve the July financial report.**

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

VIII. Old Business

a. Vote Committee Report

Trustees reviewed the email sent to Director Jacobus from Village Manager Anthony Bates.

Tentative date: August 6th at 5:30 pm

b. 24/25 NYS Construction Grant Preliminary Award

**Review grant award notice. Grant amount is not for the 90% originally planned for due to other 4CLS Libraries applying for grants.**

c. Baby-Changing Station- Board needs to decide whether or not to accept quote from Tokos to install baby-changing station

**Board decided to reject the Tokos quote**

d. Senator Webb Bullet Aid/AED

**Motion to approve the purchase of AED and training for staff with Senator Webb Bullet Aid.**

The board will support the leasing for a 5 year lease term and pay the additional cost for training needed to be able to use it.

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

IX. New Business

a. Carpet Cleaning

**Motion to approve the library carpets to be cleaned by Broome Steam on 8/24.**

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

**YES: 5/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: H. Smith, P. Russell | **NO: 0/6; Abstain: 1/6;** L. Sukarat (Absent this vote)

b. 24/25 NYS Construction Grant Assurances Form

**Motion to approve the 24/25 NYS Construction Grant Assurances Form**

**Motion by P. Russell, 2<sup>nd</sup> H. Smith, unanimously approved. Motion carried.**

**YES: 5/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: H. Smith, P. Russell | **NO: 0/6; Abstain: 1/6;** L. Sukarat (Absent this vote)

c. Page Vacancy

**Motion by H. Smith, 2<sup>nd</sup> S. Russell, to approve the resignation of K. Daly and to fill the part-time Page vacancy at \$15.00/hr. unanimously approved. Motion carried.**

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

d. Librarian I Vacancy

Extension request - denied; Approving the promotion of Ella to full time should the Librarian I applicant withdraw her acceptance of the offer of employment.

e.

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette;

and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**

X. Motion for Executive Session

XI. Other Business

XII. Adjournment

**Motion to adjourn at 7:16 pm**

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

**YES: 6/6;** President: M. Mancini; V. President: S. Russell, Secretary: M. Gillette; and Trustees: L. Sukarat, H. Smith, P. Russell | **NO: 0/6**



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Maureen Gillette, Secretary

July 17th, 2024

Date