

The May 10, 2023 meeting of the Library Board of Trustees was called to order at 5:10 p.m. Members present were Lora Allen, Tracy Martorana, and Michael Iten. Also present was Betsy Halvorsen.

**Minutes:** The minutes of the April 12, 2023 meeting were approved on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.

**Treasurer's Report:** Attached

**Approval of Bills:** Bills for May, totaling \$13,931.57 were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

**Old Business:**

- **Meeting w/School Board:** The meeting between the Library Board and the School Board Community Committee has been rescheduled for Thursday, May 25 at 5:00 pm. Betsy will confirm with the superintendent as the date gets closer. The meeting will be held at the Library. The Library Board plans to discuss the addition of a parking lot. Betsy would like clarification on the responsibilities of the cleaners that have been contracted.

**New Business:**

- **Update By-Laws:** The by-laws were reviewed and no changes will be made at this time. The board will look at them again in June or July after Betsy confirms with Tom Bindeman the requirements for adding in a clause for Zoom attendance.
- **Appoint Nominating Committee for Board Officers:** The board unanimously appointed Tracy Martorana and Lora Allen to the Nominating Committee for Board Officers on a motion Michael Iten, and second by Tracy Martorana.
- **Updated Sexual Harassment Policy:** Betsy provided an updated sexual harassment policy based on the changes required by NYS. The new policy was approved on a motion by Tracy Martorana, seconded by Michael Iten, and carried unanimously.

**Other**

- Lora Allen asked when certificates would be sent out from Nioga for Board members who participated in the Trustee Training in March. Betsy informed her that Nioga was working on it and they should be out soon.
- Tracy Martorana asked if a link could be shared for board members who need to complete the required annual sexual harassment training. Betsy will send one out to those who need to complete it.
- Betsy asked if the policy could be changed to allow staff members to roll over up to 5 vacation days. The board will discuss it at a future meeting.

The meeting was adjourned at 6:08 pm. No members of the public attended the public hearing.  
Respectfully submitted.