

The March 13, 2024 meeting of the Library Board of Trustees was called to order at 5:01 p.m. Members present were Mary Young, Michael Iten, Lora Allen, Tracy Martorana, and Lynda Lowe. Also present was Betsy Halvorsen.

Minutes: The minutes of the February 14, 2024 meeting were approved pending the correction to Michael's name on a motion by Lynda Lowe, seconded by Mary Young, and carried unanimously.

Treasurer's Report: Attached. Tracy Martorana made a motion to move \$2,737 from the general fund to Line 7040 which was seconded by Lynda Lowe, and carried unanimously.

Approval of Bills: Bills for March, totaling \$15,412.83 were approved on a motion by Mary Young, seconded by Lora Allen, and carried unanimously.

Director's Report: Attached.

Old Business:

- **2024-2025 Draft Budget:** The board discussed the proposed budget for the 2024-2025 fiscal year. Betsy Halvorsen explained that she recalculated the Payroll Processing line and changed the amount compared to the copy of the budget the board reviewed in February. The budget was passed on a motion made by Lora Allen, seconded by Michael Iten, and carried unanimously.
- **Maintenance Issues Update:** Betsy shared with the board that the library had to be closed on Monday because the boilers were unable to keep the library warm during the cold/wind from Sunday – the temp in the library dropped 20 degrees. The school is still working on figuring out where the issue is and are trying to get someone from Seimens in this week to look at our thermostats. They had a meeting Monday with CPL and were able to talk with the engineers at the meeting about our apparent on-going issue. Betsy also informed the board that the new commercial toilets have not solved the issue of the toilets clogging. The toilets have been in for one month and have both clogged.

New Business:

- **Annual Report Summary:** Betsy Halvorsen shared a summary of the annual report to New York State with the board and it was approved on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.
- **Review Meeting Room Policy:** Betsy shared revised copy of the Meeting Room Policy. A type-o was pointed out that will be corrected. It was suggested that the language regarding the request of A/V equipment be changed so that it states requests must be made at the time of reserving the room. The board approved the changes to the Meeting Room Policy, with the revisions noted, on a motion by Michael Iten, seconded by Lora Allen, and carried unanimously.
- **Back Entrance Update:** The board talked briefly about ideas for a renovated back entrance and agreed that Betsy needs to be present at any meetings the school has regarding the project.

Other

- **Eclipse:** The board decided the library will be closed during the eclipse. The meeting was adjourned at 6:10 pm on a motion made by Lora Allen. Respectfully submitted.