

The August 13, 2025 meeting of the Library Board of Trustees was called to order at 5:00 p.m. Members present were Lora Allen, Lynda Lowe, Mary Young, and Tracy Martorana. Also present was Betsy Halvorsen.

Public Comment: No one from the public was present.

Executive Session: At 5:01, Lynda Lowe made a motion to enter executive session, seconded by Lora Allen. At 5:20, Tracy Martorana made a motion to exit executive session, seconded by Lynda Lowe.

Minutes: The minutes of the July 16, 2025 meeting were approved on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.

Treasurer's Report: Attached. The board approved journal entries for payrolls adjustments for fiscal year end for 2024-2025 and to reclassify payments to the correct lines. This was approved on a motion by Lynda Lowe, seconded by Lora Allen, and carried unanimously.

Approval of Bills: Bills for August, totaling \$9,550.04 were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

Director's Report: Attached.

Old Business:

- **Officers:** The nominating committee nominated Mary Young as President and Lynda Lowe as Vice President. The officers were approved on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.
- **Architecture Firm Meeting Recap:** Betsy Halvorsen requested the site plans and record drawings for the elevator area from PJ and Brian at the facilities meeting and will follow-up if necessary. Betsy also sent an email to Merritt Holly inquiring if a school board member would like to attend meetings with Passero to act as a liaison to the school. The next meeting with Passero will be at 4:00 pm on Wednesday, September 30.
- **Facilities:** Betsy Halvorsen shared that the back entry floor will be completed the week of August 18 and the library will be required to be closed August 19-24. Betsy has put an ad in the LeRoy Weekend Gazette, made posts on social media, put the information on the website, in the newsletter, on the outdoor sign and on the front and back doors. Betsy will also follow up with the school regarding the purchase of a dehumidifier for the basement.

New Business:

- **Oaths of Office/Conflict of Interest:** The board member received their oath cards and signed their conflict of interest forms.
- **Trustee Training:** Betsy reminded the board of upcoming Trustee Training opportunities through Nioga.
- **Part-Time Clerk:** The board discussed the need for an additional part-time clerk to help on Saturdays and to fill-in for illnesses/vacation. Betsy Halvorsen will put the search on hold until returning from ARSL in mid-September.

Other

The meeting was adjourned at 6:20 pm on a motion by Lora Allen.