

The September 10, 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, Michael Iten, and Tracy Martorana. Also present was Betsy Halvorsen.

**Public Comment:** No one from the public was present.

**Executive Session:** At 5:01, Tracy Martorana made a motion to enter executive session, seconded by Michael Iten. At 5:23, Michael Iten made a motion to exit executive session, seconded by Tracy Martorana.

A motion to adopt the presented Remote Work Policy was made by Lora Allen, seconded by Lynda Lowe, and carried unanimously.

**Minutes:** The minutes of the August 13, 2025 meeting were approved on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.

**Treasurer's Report:** Attached. The board approved a journal entry reversing the accrued payroll transactions. This was approved on a motion by Tracy Martorana, seconded by Michael Iten, and carried unanimously.

**Approval of Bills:** Bills for September, totaling \$40,828.32 were approved on a motion by Tracy Martorana, seconded by Lora Allen, and carried unanimously.

**Director's Report:** Attached.

#### **Old Business:**

- **Trustee Training:** Board members received updated trustee training dates from Nioga. Betsy Halvorsen sent an email to board members with the links to each meeting attached.
- **Part-Time Clerk:** Betsy Halvorsen will put hiring a part-time clerk on hold and see how scheduling goes over the next couple of months.
- **Construction Grants:** Betsy Halvorsen shared that the roof construction grant is complete. The final percentage of money has come in and Betsy will take the check to the school tomorrow.

#### **New Business:**

- **Upcoming Meeting with Passero:** The next meeting with Passero is Sept. 30 at 4:00 PM. At this time, Betsy shared the school has not provided record drawing or site plans, though multiple requests have been made. The superintendent also did not respond to the email asking if a school board member would like to be included in the meetings as a liaison. Betsy will speak to both the superintendent and business administrator when dropping off the grant check.

#### **Other**

- Betsy Halvorsen presented two quotes from Synergy. One for 3 new computers and one for updated network equipment. The board approved the purchase of both on a motion by Michael Iten, seconded by Tracy Martorana and carried unanimously.

The meeting was adjourned at 5:56 pm on a motion by Lora Allen.