

Board of Trustees Meeting, December 20, 2023 7 p.m.

In attendance: Sheila Dixon, Justin Peone, Bill Stamm, Rachel Helm, Lauren Miller, Rose Unes, Jeffrey Graf, Mary Tyler, Carl Welden

Excused: Beth King

Staff: Katie Scott-Childress

Treasurer: Karen Barnhart

Friends: Eileen Hall

Meeting called to order at 7:10 PM by Sheila.

Meeting Agenda

- I. Public Comment: none
- II. Approval of Minutes
 - Motion to approve the minutes of October 18, 2023 made by Rose, seconded by Jeff, unanimously approved.
- III. Financial Reports
- IV. Pay Bills
 - Motion to pay the bills using checks 9360 through 9383, in the total amount of \$13,444.65 including the automatic transfer to Central Hudson in the amount of \$251.04, made by Rachel, seconded by Bill, unanimously approved.
- V. Old Business
 - Building Maintenance: Motion to engage another propane company if Paraco won't move the tanks where we want them with no additional cost, made by Jeff, seconded by Sheila, unanimously approved.
- VI. New Business
 - Policy Changes:
 - Motion to approve changes to Customer Service Policy, made by Carl, seconded by Lauren, unanimously approved.
 - Motion to approve changes to Incident Report Form, made by Carl, seconded by Lauren, unanimously approved.
 - Motion to approve changes to Accidents/Incidents Report Policy, made by Carl, seconded by Lauren, unanimously approved.
 - Motion to approve changes to Patron Complaints Policy, made by Carl, seconded by Lauren, unanimously approved.

- Motion to approve and adopt changes to Patron Complaints Form, made by Carl, seconded by Lauren, unanimously approved.
- Motion to approve changes to the Programming Policy, made by Carl, seconded by Lauren, unanimously approved.
- Motion to approve changes to the Circulation Policy, made by Carl, seconded by Lauren, unanimously approved.
- Motion to approve changes to the Emergency Procedures – Disaster Plan, made by Carl, seconded by Lauren, unanimously approved.
- Motion to stay with Woodworth and Zarolnick Accountants, Inc., made by Bill, seconded by Jeff, unanimously approved.
- Motion to go into Executive Session at 8:34 pm made by Sheila, seconded by Rose, unanimously approved.
- Motion to return from Executive Session at 9:00 pm, made by Sheila, Seconded by Rose
- Motion to have Katie engage professionals to do a cost assessment of available options for renovation and expansion of library facility or relocation, made by Rachel, seconded by Jeff, unanimously approved.
- Motion to have Mary Tyler fill Beth King’s seat until the next election, made by Bill, seconded by Rose, unanimously approved. (Beth King has elected not to complete her term).

VII. President’s Report

VIII. Director’s Report

IX. Friends of the Library

X. Adjournment

- Adjournment was unanimously approved at 9:24 pm. Next meeting, Wednesday, January 17, 2023 at 7:00 pm.