

Seneca Falls Library Board of Trustees
Meeting Minutes
May 20, 2024 – 5:25 PM

Present: Marty Toombs, Dan Emmo, Mari Sandroni, Laurie Lorenzetti, Maggie Carson, Marie Leo, Kelly Redder, Jeanmarie Burke, Bob Kernan, Chetta Brown and Haidee Oropallo.

Staff: Jenny Burnett and Lori Stoudt

Guests: Deb Jones, Dan Babbitt and Kristin Sandroni

- 1) Public Comment / Correspondence / Guests - none
- 2) Review of potential conflicts of interest – none
- 3) Reports to the Board

a.) President's Report

- i.) The Annual Membership Meeting is on June 17, 2024 where Members will elect board trustees. The regular monthly Board meeting follows. Former trustees will not be able to participate in the regular board meeting. Marty Toombs is willing to lead the regular board meeting until a new President is elected during the June meeting, if this is acceptable to the board.

b.) Treasurer's Report

- i.) See April 30, 2024 financial reports
- ii.) Estimated cost of the current construction project is \$400,000. Approximately \$68,000 has been paid from January 1, 2024 to April 30, 2024. We currently have an invoice for \$145,000 due in one month. A Finance Committee meeting will convene later this week to discuss a cash flow projection and plan to make the payment. Another large bill is expected this summer.

c.) Director's Report

- i.) See May 2024 Library Director Report
- ii.) Rosen, Delavan, Family Literacy Grant, and Bonafiglia Family Foundation grants have been received
- iii.) A part-time, Substitute Clerk was hired.

Motion to approve the hiring of Hayleigh Flesh as a Substitute Clerk. Chetta Brown moves. Maggie Carson seconds. All in favor. Motion passed.

- iv.) See Bulk Computer Buy Overview

Motion to replace PCs on 2024 Bulk Buy for \$3,232.04 as stated in Bulk Computer Buy Overview. Marie Leo moves. Haidee Oropallo seconds. All in favor. Motion passed.

4.) Committee Reports

- a) Buildings and Grounds

- i) See Building and Grounds Report, May 20, 2024

Motion to approve the annual contract from July 1, 2024 – June 30, 2025 with Upstate Controls in the amount of \$3,210. Dan Emmo moves. Mari Sandroni seconds. All in favor. Motion passed.

- b) Policy and Ethics

- i) See Proposed Bylaw Change. Vote on at June 2024 board meeting.

- c) Strategic Planning / Finance

- i) 990 has been put on extension

- d) Audit

- i) April reconciliation is done

- e) Personnel – none

- f) Fundraising

- i) Meat Raffle Tickets are available.
 - ii) Pumpkins After Dark – We would like to expand the fundraiser to include adult beverages and a band. Board approval and a NYS permit are needed for alcohol at this event.

Motion to approve alcoholic beverages at Pumpkins After Dark fundraiser. Laurie Lorenzetti moves. Kelly Redder seconds. All in favor. Motion passed.

- g) Nominating

- i) See May 20, 2024 Nominating Committee Report.

5.) Motion to approve committee reports. Dan Emmo moves. Jeanmarie Burke seconds. All in favor. Motion passed.

6.) Approval of minutes of April 15, 2024 board meeting. Bob Kernan moves. Chetta Brown seconds. All in favor. Motion passed.

Adjourned 6:40 PM

Annual Membership Meeting and monthly Board of Trustees Meeting:
Monday, June 17, 2024 at 5:30 PM

Respectfully Submitted by:

Marie Leo
Board Secretary