

**Seneca Falls Library Board of Trustees**  
**Meeting Minutes**

January 20, 2025 – 5:30 PM

Present: Marie Leo, Dan Babbitt, Sr., Haidee Oropallo, Kelly Redder, Chetta Brown, Jan Driscoll, Deb Jones and Laurie Lorenzetti

Absent: Maggie Carson, Molly Telarico, Jeanmarie Burke, and Kristin Sandroni

Staff: Jenny Burnett and Lori Stoudt

- 1.) Public Comment – no public present
- 2.) Review of potential conflicts of interest – none
- 3.) Reports to the Board
  - a.) President’s Report - none
    - i.) Motion to approve the Resolution for 2025/2026 Tax Levy with an increase of \$20,000 bringing the levy to \$387,000. Marie Leo moves. Dan Babbitt, Sr. seconds. All in favor. Motion passed.
  - b.) Treasurer’s Report
    - i.) See Treasurer’s Report, December 2024
    - ii.) A request was made for a detailed year-end report comparing line-by-line the total income and expenses and how they compare to the budget
  - c.) Director’s Report
    - i.) See January 20, 2025 Library Director Report
    - ii.) Motion to pass the NYS Paid Prenatal Leave Law Policy. Motion to Kelly Redder moves. Haidee Oropallo seconds. All in favor. Motion passed.
    - iii.) Request to hire the Children’s Book Festival author for \$2,200.  
  
Motion to authorize \$2,200 for use to hire author. Chetta Brown moves. Laurie Lorenzetti seconds. All in favor. Motion passed.
  - iv.) Jenny is requesting to have All Season’s Pest Control do a preventative bug treatment which would cost \$1,800 and require a 4-hour building closure.  
  
No vote. Discussion is tabled until Jenny obtains additional information including the chemicals to be used, how long the chemical will remain on surfaces, and reentry interval.
  - v.) Motion to authorize \$4,500 to hire the Ying Quartet. Kelly Redder moves. Dan Babbitt, Sr. seconds. All in favor. Motion passed.
- 4.) Committee Reports
  - a) Buildings and Grounds
    - i) See Building and Grounds Report for January 2025
  - b) Policy and Ethics
    - i) Proposed holiday change in employee handbook.

Motion to approve changes in the Employee Handbook to include Lunar New Year as a working holiday where employees receive time-and-a-half and to change the name of Columbus Day to Indigenous People Day. Deb Jones moves. Laurie Lorenzetti seconds. All in favor. Motion passed.

- c) Strategic Planning / Finance – no report
- d) Audit
  - i) The December 2024 audit was done
- e) Personnel
  - i) Committee will be meeting next week
- f) Fundraising
  - i) Jenny and Deb have been meeting and will bring ideas soon.
- g) Board Membership
  - i) Motion to remove Susie Szot from the Board of Trustees. Deb Jones moves. Haidee Oropallo seconds. All in favor. Motion passed.
  - ii) Kelly Redder has been working on filling seats on the 2025/2026 board
  - iii) Request for Trustees to update their contact information and submit it to Kelly Redder

5.) Motion to approve committee reports. Dan Babbitt, Sr. moves. Chetta Brown seconds. All in favor. Motion passed.

6.) Approval of minutes of the November 2024 board meeting. Kelly Redder moves. Dan Babbitt, Sr. seconds. All in favor. Motion passed.

Adjourned 6:13 PM

Next meeting: February 17, 2025

Respectfully Submitted by:

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Jeanmarie Burke, Secretary