Meeting Minutes – Port Byron Library Board of Trustees

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| **Meeting Information** | | | | | |
| **Date:** | | January 5, 2023 | **Location:** | | Port Byron Library |
| **Time:** | | Start: 6:01 pm  End: 7:03 pm | **Meeting Type:** | | Board of Trustees Monthly Meeting |
| **Called By:** | | Joyce Alfred | **Facilitator:** | | Joyce Alfred |
| **Submitted by:** | | Mary Beth Howell |  | |  |
| **Attendees:** | | Patricia Brazak, Bernie Redmond, Hal Lewis, Bernie Tomasso, Joyce Alfred, Amanda Hare, Mary Beth Howell, Sharon Mills  Absent: Dan Mills | | | |
| **Guests:** | | Amy Lamouroux, Assemblyman John Lemondes | | | |
| **Reports** | | | | **Presenter** | |
| **1** | **Approve Meeting Agenda**  Motion: Bernie Tomasso  Second: Bernie Redmond  All Approved | | | Joyce Alfred | |
| **2** | **Approve Meeting Minutes from Previous Meeting (December 1, 2022)**  Motion: Hal Lewis  Second: Patricia Brazak  All Approved | | | Joyce Alfred | |
| **3** | **Treasurer’s Report**  Motions to accept the treasurer's report  Motion: Sharon Mills  Second: Hal Lewis  All Approved   * Bernie went over the treasurer's report. * Book sales were good. We made $150. We didn’t hit Amy’s goal of $200 but we still did good. * CD is maturing on Jan 10th. Amy is going to talk to the bank to see if there is something we can do with the money | | | Bernie Redmond | |
| **3** | **Director’s Report**   * January 2023 Programming * First volunteer orientation - February 2023 * December Payroll Report * Kari Dwyer out until February 13, 2023 per doctor * Bernie Tomasso suggests we send Kari a card * Amy is asking the board's approval for Linda to be allowed to work for 8 weeks while Kari is out. Extra help is needed during craft and story time. This would be at the minimum wage of $14.20. | | | Amy Lamouroux  Motion: Mary Beth Howell - A motion to hire Linda to fill in until February 24, 2023  Second: Patria Brazak  All approved  Motion - Sharon Mills - TO accept Dan Mills resignation for personal reasons.  Second: Hal Lewis  All Approved | |
| **Old Business** | | | | **Motion By** | |
| **1** | **Personnel Manual Update** | | | **N/A** | |
| **2** | **By Laws Update**   * Have the information on the trustee training. | | | **N/A** | |
| **New Business** | | | | **Motion By** | |
| **1** | **Assemblyman John Lemondes Visit**  John came to introduce himself and to let us know that he is there for us. If we need anything we can contact him or his office. Huge fan of libraries. John presented Joyce and the library with some grant money. The grant money (Bullet Aid) ($6250) is unrestricted.  Bernie Tomasso brought up the impact on the non-profits with the increase in the minimum wage. | | |  | |
| **2** | **Vote for Interim Treasurer**   * Amy talked to Sarah from Finger Lakes and she suggested we vote in an interim treasurer to help when Bernie Redmond is not here. He is not sure if he will or will not miss 3 consecutive meetings. | | | Motion: Mary Beth Howell - A motion for Hal Lewis to be interim treasurer.  Second: Bernie Tomasso  All Approved | |
| **3** | **Preliminary Budget Review**   * Amy gave us the preliminary 2022 budget and 2023 budget to compare. * Amy will have more definite numbers at the next meeting. | | |  | |
| **4** | **Meeting Adjourned** | | | Motion: Hal Lewis  Second: Bernie Tomasso  All Approved | |
| **Public Comments**   * Assemblyman John Lemondes | | | | **N/A** | |
| **Other Notes & Information**   * Hal Lewis will be on the budget committee instead of Bernie Redmond. | | | | | |
| **Next Meeting - February 2, 2023** | | | | | |