Meeting Minutes – Port Byron Library Board of Trustees

|  |
| --- |
| **Meeting Information** |
| **Date:**  | March 2, 2023 | **Location:** | Port Byron Library |
| **Time:** | Start: 6:05 pmEnd: 7:18 pm | **Meeting Type:** | Board of Trustees Monthly Meeting |
| **Called By:** | Joyce Alfred | **Facilitator:** | Joyce Alfred |
| **Submitted by:**  | Mary Beth Howell |  |  |
| **Attendees:** | Dan Mills, Patricia Brazak, Bernie Redmond, Sharon Mills, Hal Lewis, Bernie Tomasso, Joyce Alfred, Amanda Hare, Mary Beth HowellAbsent: Bernie Redmond |
| **Guests:**  | Amy Lamouroux, Andrea Seamans, Rachael Kepple |
| **Reports** | **Presenter** |
| **1** | Approve Meeting AgendaMotion: Bernie TomassoSecond: Hal LewisAll Approved | Joyce Alfred |
| **2** | Approve Meeting Minutes from Previous Meeting (February)Motion: Hal Lewis Second: Sharon MillsAll Approved | Joyce Alfred |
| **3** | Treasurer’s ReportMotions to accept the treasurer's reportMotion: Mary Beth HowellSecond: Amanda HareAll Approved* Moved money from Grant Account, Money Market account and Building Fund to a Certificate of Deposit account. We will earn more money on this account.
 | Hal Lewis |
| **3** | Director’s Report* Spring Book Sale - March 27th
* Creative Writing club going well
* Chess Club is struggling
* Ad for Library assistant has be posted
* 3 resumes have come in
* Amy’s evaluations was due on Feb 6th. An evaluation form needs to be created.
* Amy would like to move the April meeting to April 13th. Everyone was fine with this.

A motion was made to accept the directors report. Motion: Sharon MillsSecond: Patricia Brazak | Amy Lamouroux |
| **Old Business** | **Motion By** |
| **1** | Personal Manual Update* Making Progress
* Manual should be finalized by May
 |  |
| **2** | By-Laws Update* Copy of By-Laws given. Stuff written in black has been approved. Stuff in red was what was changed.
 | Motion was made to accept the By-Laws as written. Motion: Bernie Tomasso Second: Hal LewisAll Approved |
| **3** | Approve 2023 Budget* Amy highlighted the Profits and Losses for 2022.
* Joyce suggested we take the deficit money from the savings account so that we start with the correct amount for 2023 without a deficit.
* Amanda asked what happened with our 3 internet providers. Amy canceled TDS internet. TDS will still provide the phone service. Spectrum internet was moved into the Fingers Internet account. We will only have to pay Finger Lakes for the internet.
* Alarm monitoring is actually $300 not $250. Surplus will go down to $109.88
 | Motion was made to transfer $7989.54 to the operating account to cover the deficit from 2022 Motion: Hal Lewis Second: Mary Beth HowellAll approvedMotion to approve the 2023 budget as written Motion: Hal Lewis Second: Sharon MillsAll approved |
| **New Business** | **Motion By** |
| **1** | Annual Meeting* Elections
* Hal Lewis is staying on for a 2nd term
* Accept the resignation of Patty Brazak
* 2 open position to be filled finishing March 2026 (3 year term)
 | Motion was made to accept the resignation of Patty Brazak Motion: Bernie Detomasso Second: Hal LewisAll ApprovedMotion was made to appointAndrea Seamans to a trustee position for a 3 year term. Motion: Patricia Brazak Second: Bernie TomassoAll approvedMotion was made to appointRachael Kepple to a trustee position for a 3 year term. Motion: Patricia Brazak Second: Bernie TomassoAll approvedMotion was made to appoint Steve Whipple to a trustee position for a 3 year term. Motion: Bernie Tomasso Second: Sharon MillsAll approved |
| **2** | Meeting Adjourned | Motion: Hal LewisSecond: Sharon Mills |
| **Public Comments** | **N/A** |
| **Other Notes & Information** |
| **Next Meeting - April 13, 2023** |