Meeting Minutes – Port Byron Library Board of Trustees

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| **Meeting Information** |
| **Date:** March 7, 2024 |  | **Location:** | Port Byron Library |
| **Time:** | Start: 6:00 pmEnd: 6:48 pm | **Meeting Type:** | Board of Trustees Monthly Meeting |
| **Called By:** | Joyce Alfred | **Facilitator:** | Joyce Alfred |
| **Submitted by:**  | Mary Beth Howell |  |  |
| **Attendees:** | Bernie Redmond, Sharon Mills, Hal Lewis, Joyce Alfred, Amanda Hare, Mary Beth Howell, Rachel Kepple, Andrea Seamans,Absent: Bernie Tomasso |
| **Guests:**  | Amy Lamouroux |
| **Reports** | **Presenter** |
| **1** | Approve Meeting AgendaMotion: Andrea SeamansSecond: Sharon MillsAll Approved | Joyce Alfred |
| **2** | Approve Meeting Minutes from Previous Meeting (Feb 2024)Motion: Bernie RedmondSecond: Amanda HareAll Approved | Joyce Alfred |
| **3** | Treasurer’s ReportMotions to accept the treasurer's reportMotion: Sharon MillsSecond: Rachel KeppleAll Approved | Bernie Redmond |
| **3** | Director’s Report* February Balance Sheet Budget
* CD did roll over
* March Programming
* Payroll Report
* Circulation Report - circulation is up from last year
* Proposition ballot vote for increase
* Grant submitted for metal detecting program - Tompkins County
* FLLS - mini grant - Amy working on it
* New Volunteers - need to update volunteer policy & background checks
* Eclipse Program - viewing party - April 8th - need to register

Motions to accept the director’s reportMotion: Andrea SeamansSecond: Rachel KeppleAll Approved | Amy Lamouroux |
| **Old Business** | **Motion By** |
| **1** | None |  |
| **New Business** | **Motion By** |
| **1** | Second Terms for Board Members* First terms are up for Mary Beth Howell, Hal Lewis, Bernie Redmond, Joyce Alfred and Bernie Tomasso.
* Mary Beth Howell, Bernie Redmond, Bernie Tomasso and Joyce Alfred would like to extend their term for a second term. Hal Lewis has declined a second term.

A motion was made to accept the second term for board members Mary Beth Howell, Bernie Redmond, Joyce Alfred and Bernie Tomasso.  | Motion: Sharon MillsSecond: Andrea SeamnsAll Approved |
| **2** | Officer Positions* A motion was made by Mary Beth Howell and seconded by Rachel Kepple for Amanda Hare to be accepted into the position of President.
* A motion was made by Mary Beth Howell and seconded by Sharon Mills for Andrea Seamans to be accepted into the position of Vice President.
* A motion was made by Sharon Mills and seconded by Rachel Kepple for Bernie Redmond to be accepted into the position of Treasurer.
* A motion was made by Andrea Seamans and seconded by Amanda Hare for Mary Beth Howell to be accepted into the position of Secretary.
 | Motion: Mary Beth HowellSecond: Rachel KeppleAll ApprovedMotion: Mary Beth HowellSecond: Sharon MillsAll ApprovedMotion: Sharon MillsSecond: Rachel KeppleAll ApprovedMotion: Andrea SeamansSecond: Amanda HareAll Approved |
| **3** | Vote on Budget* A motion was made to approve the 2024 Budget as printed.
 | Motion: Mary Beth HowellSecond: Hal LewisAll Approved |
| **3** | Meeting Adjourned | Motion: Rachel KeppleSecond: Hal LewisAll Approved |
| **Public Comments** | **N/A** |
| **Other Notes & Information*** Amanda Hare asked if we needed to change the people on the committee’s? Amy will look into it for the next meeting.
* March 27, 2024 - Difficult Situation Seminar - does count for Trustee Training. Amy will be attending the webinar at the library.
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| **Next Meeting - April 4, 2024** |