

Byron Bergen Public Library Board of Trustees Meeting Minutes

December 1, 2021

Meeting called to order at 6:32 pm

Sally Capurso , Gary DeWind, Katie Rumble, Shirley Wade, Shari Schuck, Robin Day, Bethany Gizzi and Nancy Bailey

Motion to approve Minutes from November meeting minutes: Made by Robin, Seconded by Shari. All Approved.

FINANCIALS:

Vouchers 116-127

Business as usual expenditures in the amount of \$ 1862.45

Other than usual monthly expenditures: \$ 497.73- for the projector

Total expenditures for the month: \$ 2360.18

Income- \$ 3993.43

Voucher 116 was a late addition from November and was added to this month's list of vouchers.

Motion to Approve Vouchers number 116- 127. Made by Bethany , Seconded by Gary. All approved

CORRESPONDENCE: None

PERSONNEL REPORT: Question on the calendar for each day. When the library is closed for lunch, the staff is not being paid if not working.

Nancy gave us a proposed hours of operation and proposed wages for the staff for 2022.

Michelle Buckland is going to take a leave of absents from her regular hours. The other staff will help cover the hours vs. hiring someone new. Nancy to reevaluate the staff in January.

MANAGER'S REPORT:

Submitted by Nancy.

Received \$2000 from the Genesee County Legislature to spend on books. Nancy wants to send a thank you card to the Legislature and our local representative.

Nancy is working on and completed the GoArt Grant. She asked for the money to go towards next year's funding.

Nancy attended the NYLA conference on Nov 4th- Nov 5th. Came away with some ideas that she hopes to implement in 2022.

Nancy ran the list of card holders in the Town and Village of Bergen and Byron. Byron accounts for 15% of the library cards while Bergen accounts for 85%.

Nancy to update the NYS Park Pass and order a new one.

Nancy to order a children's room rug and put on January's expenses.

Motion to Approve Nancy Purchasing a Storytime Rug not to exceed \$200. Made by Bethany. Seconded by Shirley.

COMMITTEE REPORTS: 2022 Budget to be discussed in executive session.

OLD BUSINESS: Sally went through the trustees and asked if all the trustees are still interested in being on the board for this next coming year. Shari Schuck will be stepping down from the board.

Board to reach out to people to join the board via word of mouth and social media.

Will vote for new Vice President at January's meeting.

Executive Session at 7:25 pm.

Executive Session ends 8:25 pm

Motion to Approve Giving Nancy a 3% raise in the amount of \$1200 for the 2022 year Made by Sally, Seconded by Shirley.

Proposed 2022 Budget:

\$39200 change to top line for director's wages.

Capital expenditures line changed to \$100 from \$600.

Repair/ Maintenance of equipment line \$100 to \$700

\$114,610- Total Budget amount for 2022.

\$28,763.21 projected to come out of Fund balance.

Motion to approve 2022 Budget as discussed \$114, 610 Made by Bethany. Seconded by Sally.

Motion to Adjourn Meeting Made by Gary. Seconded by Robin. All approved.

Meeting is adjourned at 8:37 pm.

Next Meeting is scheduled for January 5, 2022 at 6:30 pm.

Respectfully submitted by Katie Rumble