

Byron Bergen Library Board of Trustees Meeting Minutes
February 7, 2024

Attendees: Sally Capurso, Shirley Wade, Bethany Gizzi, Nancy Bailey, Heather Kent, Anna Marie Barclay, Lauren Grimm

Absent: Katie Rumble

Meeting called to order at 6:32 pm

Motion to Approve Minutes from January meeting minutes: Made by Anna. Seconded by Shirley. All approved.

FINANCIALS:

For the month of January Vouchers 13-24

Other than usual monthly expenditures: \$0.00

Business as usual expenditures: \$ 0.00

Total Expenditures for the month: \$ 3181.35

Total income for the prior month: \$ 0.00

Motion to Approve January Vouchers in amount of \$3181.35 Made by Anna. Seconded by Bethany. All approved.

Bethany sent the draft 2023 final report. Will send it to Shelby when finished.

CORRESPONDENCE: Thank you Note to Byron Town Clerk for the 2024 donation. Written by Heather.

Library Manager Report:

Nancy submitted report.

No questions from the board.

Old and New Business: T Grant received in the amount \$1120.60

Motion to Approve Exit Report for Grant. Made by Sally. Seconded by Bethany. All approved.

Barb Zinter working on a NYS retirement program.

Banned Books: Lauren created a statement of our “philosophy” and the form is now available to fill out and submit if a complaint is lodged. Will be found on Website labeled as “Philosophy on Book Banning”

Motion to Accept “Philosophy on book banning” Made by Bethany. Seconded by Heather. All approved.

Sally and Shirley met with Candance Hensel, Byron Town Supervisor to brainstorm suggestions on how to collaborate with Byron. Including newsletter option, ways to advertise, business gift card raffle etc.

Board members signed an annual conflict of interest policy.
May 23rd- Nioga Annual Dinner meeting

Nancy invited board members to come volunteer at the Library to see all that is done here.

Nancy asked the board for a new laptop.

Eclipse glasses to be handed out during programs.
“Fun with Friends” adult program.

Nancy using the new evolution with part time employees.

7:35 Executive Session Begins.
8:21 Executive Session Ends.

Motion to only have 5 civil service spots on application. Made by Anna. Seconded by Heather. All approved.

Motion to approve Byron Bergen Public Library handbook. Made by Sally. Seconded by Anna. All approved.

Anna created a letter to vendors to outline changes in financial payments. Requesting a W9 form that will be on file with Barb. 1099 form may or may not be needed in the future.

Motion to create letter to vendors to outline changes in financial payments. Made by Anna. Seconded by Bethany. All approved.

Motion to Adjourn Meeting at 8:36 pm. Made by Shirley. Seconded by Sally All approved.

Next Meeting is scheduled for March 6, 2024 at 6:30 pm.

Respectfully submitted by Shirley Wade