

Byron Bergen Library Board of Trustees Meeting Minutes  
March 12, 2025

Attendees: Sally Capurso, Katie Rumble, Anna Marie (Anna) Barclay, Lauren Grimm, Nancy Bailey, Kristina (Krissy) Bird and Shirley Wade

Absent: Heather Kent

Meeting called to order 6:02 pm

Correction to the January Meeting minutes:

Where it reads "Nancy went to the town board meeting. Ernie Haywood would like the library to buy a new refrigerator."

It should read: "Nancy asked Ernie Haywood if we can dispose of the old refrigerator because it is the Town of Bergen property and will ask the board if can purchase a new refrigerator. Ernie then said it would be fine to dispose of the old refrigerator."

**Motion to Approve February Minutes.**

**Made by Shirley. Seconded by Krissy. All approved.**

**FINANCIALS:**

For the month of February Vouchers 25-42

Total Expenditures for the month: \$ 8757.18

Total income for the prior month: \$42.99

There is a Voucher #43 for Safeguard in amount of \$184.66 that came in after report.

\$118,824.00 received from the Town of Bergen.

**\$8941.84 is new total expenditures for the month of February.**

**Motion to Approve February vouchers. Made by Anna. Seconded by Krissy. All approved.**

**CORRESPONDENCE:**

Donation was made in memory of Nona Spitzner in amount of \$75.00

Steve Hawley gave money. Heather to send Thank you notes.

**Library Manager Report:**

Nancy submitted report.

Nancy completed the annual report. She will also get the information out to the public in a condensed version. Full report is available for public.

**Motion to approve the 2025 Annual Report. Made by Anna. Seconded by Sally. All approved.**

Thank you note came from the Richter Foundation for the donation the library made for Imagination Library.

Go Art- Money was awarded. There is an award ceremony where the check is given. Sally and Anna will attend ceremony at the Gillam Grant on April 26<sup>th</sup>.

Nancy sent a list of all the programs (so far) for the rest of the year with the costs.

**OLD BUSINESS:**

Policy and Procedures Committee met. They are to make it user friendly and all together in one place. Fiscal policies will also be completed. Next month both will be completed and given to the rest of the board.

**NEW BUSINESS:**

Save the Date for NIOGA Board of Trustees Annual Dinner Meeting at White Birch Golf Course in Lyndonville. May 21, 2025.

New computer at the Circulation Desk: Computer will be obsolete in October. Nancy priced them out at \$804.

**Motion to Purchase New Circulation Desk Computer through Nioga. Not to Exclude the amount of \$850. Made by Sally. Lauren Seconded. All approved.**

When going through fiscal responsibilities, board realized that there should be a locked cash box/drawer in the library. Board to investigate different options and Nancy will make sure the money is in a lock box in the meantime.

Board to come up with Proposed Budget for the Municipal 414 vote in Byron. Committee will be made up of Shirley, Nancy, Sally, Krissy with Katie as an alternate. Meeting will be April 1<sup>st</sup> at 5:30 at the library.

Board to do 2 hours of trustee training per year.

**Motion to End Meeting at 7:00 pm. Seconded by Krissy. Seconded by Anna. All approved.**

**Respectfully started by Katie Rumble**

**Next meeting is scheduled for April 9, 2025, at 6:00 pm.**