

Greenwood Lake Public Library
Board of Trustee
Meeting Minutes
May 16, 2024 (Draft)

Trustees Present

Nancy Clifford, V.P.
Vicky Sarine, Secretary
Pat Nolan, Finance Officer
Deb Searle

Staff Present

Jill Cronin, Director
Sandra Newman, Treasurer

Nancy Clifford opened the meeting at 7:12 PM in the library program room. Kayla Andrews's absence was excused.

Previous Minutes

Vicky Sarine made a *motion* to accept the April, 2024 meeting minutes as presented. Seconded by Deb Searle; carried.

Director's Report

Report attached

The Board entered *executive session* at 7:37 PM to discuss one employee resignation and 2 patron incident reports. Regular session resumed at 7:53 PM.

Human Resource/By-Law Committee

Report Attached. Vicky Sarine made a *motion* to accept the resignation of Diana Bayne, Library Assistant (Children's Services), effective 5/8/24. Seconded by Pat Nolan; carried.

Vicky Sarine made the following *motions* regarding proposed amendments to the By-Laws Documents, which were seconded by Nancy Clifford and carried:

1. To accept the amendments to "General Objectives" as presented
2. With the exception of tabling the proposed addition of a Direct Access policy under "Use of the Library" accept the amendments to the Policy Manual Section I
3. To accept the amendments to Policy Manual, Section II (Computers)
4. To accept the amendments to Policy Manual, Section III (Program Room)
5. To accept the amendments to Policy Manual, Section X (Photography & Recording)
6. With the exception of tabling the proposed additions to the "Attendance at Conferences, Courses, Meetings and Workshops", to accept the amendments to the Personnel Manual.

At 8:20 PM, Election Inspectors Katharine Chin and Kristin Feeley reported the results of the Annual Budget and Trustee vote:

Proposition #1	Approval of the 2024/2025 operating budget	51 yes	2 no
Proposition #2	Approval to appropriate \$5,000 from savings	53 yes	
	Election of Deborah Santarpia-Searle to the Board of Trustees	51 yes	

Audit & Finance Committee

Report attached. Pat Nolan made the following *motions*, which were seconded by Vicky Sarine and carried:

1. To increase the Renovation Phase IV Budget Expense line by \$560.00 to reflect spending to date.
2. To transfer \$100,000 from the Webster Investment Account to the Webster Operating Account.
3. To transfer \$100,000 from the Webster Investment Account to the Webster Payroll Account.
4. To accept the April 2024 financial statements as presented.
5. To accept the Internal Claims Auditor reports for 5/1/24 and 5/15/24
6. To apply the \$7,500 Bullet Aid received to the Repair and Maintenance Budget for the 2024/2025 fiscal year.

Centennial Committee

Nancy Clifford requested that the library host/store the time capsule being prepared for the Centennial Celebration. The Board unanimously agreed.

The next meeting of the Board will be the re-organizational meeting, followed by a regular business meeting on Thursday, July 18, 2024 at 7PM in the library.

Meeting adjourned at 8:45 PM.

:sjn