

Bancroft Public Library
Board of Trustees - Minutes of the January 16, 2024 Regular and Annual Meetings

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rebecca Brown, and Rachael Armstrong. Also present were Library Director Lori Stokem, Town Liaison Sue Clary, Library Champion Mark Cooney, and Friends Treasurer Wendy Hunter.

The original meeting date was Tuesday, January 9. However bad weather caused a postponement until tonight.

The Annual Meeting was called to order at 6:45 PM.

Election of Officers results: For President, Ed Donoghue, on motion by Rebecca Brown, second by Rachael Armstrong; for Vice President, Kim Erbe, on motion by Alesa Wilson; second by Rachael Armstrong; for Secretary, Rebecca Brown, on motion by Kim Erbe, second by Alesa Wilson; for Finance Officer, Rebecca Brown, on motion by Alesa Wilson, second by Rachael Armstrong. All being in favor, all motions were carried.

Other results: On motion by Rebecca Brown, second by Kim Erbe, Kathy Chambers was appointed to continue as Treasurer; all being in favor the motion was carried.

On motion by Alesa Wilson, second by Rachael Armstrong, Kim Erbe and Rebecca Brown were appointed Liaisons to the Salem Town Board; all being in favor the motion was carried.

On motion by Rachael Armstrong, second by Alesa Wilson, regular monthly meetings were set for the second Tuesday of each month; all being in favor the motion was carried.

On motion by Kim Erbe, second by Rebecca Brown, The Eagle Press was established as the official paper.

The Regular Meeting ensued.

Minutes: Alesa Wilson made a motion, Rebecca Brown seconded, to approve the December 12, 2023 regular meeting minutes. All being in favor the motion was carried.

Public Comment:

President's Report: Reported on the leak into the basement originating at the base of the chimney beside the rear library door. Supervisor Clary is aware. The Trust will have it repaired as soon as feasible.

Finance Officer's Report: Vouchers from the Library Fund Nos. 1 through 7 and totaling \$1463.73 were audited and ordered paid. Kim Erbe noted a discrepancy in the summary of revenues for Account L2770. Alesa Wilson made a motion, Rachael Armstrong seconded, to have the Finance Officer check with the Treasurer on this discrepancy. Beyond that, Kim Erbe made a motion, Rachael Armstrong seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Correspondence: None.

Library Director's Report: See attached.

Committee Reports: None.

Old Business: Regarding the 2023-2024 NYS Aid for Library Construction Grant, we are waiting for approval from the State Education Department.

Regarding a possible library building expansion (into the old fire bays), after discussion, the Board agreed to apply for a SALS Challenge Grant in the amount of \$5000 to pay for architectural drawings of potential use of the space. Ed Donoghue will contact Matt Scheidt and John Waite to propose this plan.

Regarding Cyber insurance, Supervisor Clary thought the library might be covered under the Town's policy and said she would check.

Regarding an electronic information sign, discussion was had, no action taken.

New Business: Regarding the Library sign, the pole broke off at the sidewalk. There is no way to repair it and the sign was damaged. The Board will be considering options as it would like to find a way to display a replacement sign.

Regarding the annual SALS Joint Automation Agreement renewal, Alesa Wilson made a motion, Rachael Armstrong seconded, to renew and authorize President Ed Donoghue to sign for the Board. All being in favor, the motion was carried.

Regarding SALS OverDrive funding for 2024, after discussion, Rachael Armstrong made a motion, Kim Erbe seconded, to contribute \$650 this year. All were in favor and the motion was carried.

Rachael Armstrong made a motion, Kim Erbe seconded, to go into Executive Session for the purpose of discussing the Library Director's annual performance review.

On returning from Executive Session, the Secretary shared the very positive results of the evaluation and how grateful the Board is for such excellent work with Director Lori Stokem.

The next meeting is scheduled for Tuesday, February 13, 2024.