

**Bancroft Public Library
Board of Trustees - Minutes of the May 13, 2025 Regular Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Library Director Melissa Carll, Town liaison Sue Clary, and Friends Treasurer Wendy Hunter.

Minutes: Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the April 8, 2025 regular meeting minutes. All being in favor the motion was carried.

Public Comment:

President's Report: Mark Cooney completed some electrical work, including replacing an outlet in the children's area and two light switches.

Correspondence:

Finance Officer's Report: Vouchers from the Library Fund Nos. 27 through 31 and totaling \$6922.35 were audited and ordered paid. Rachael Armstrong moved, Alesa Wilson seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

Kim Erbe made a motion, Rachael Armstrong seconded, to adopt a resolution appropriating surplus to cover State Aid Window Project expenditures. All were in favor and the motion was carried. Resolution Adopted May 13, 2025 is made a part of these minutes.

Rachael Armstrong made a motion, seconded by Kim Erbe, to adopt a resolution appropriating to the payroll and benefits budget lines the reimbursement from the Town. Resolution No. 2 Adopted May 13, 2025 is made a part of these minutes.

Library Director's Report: See attached.

Committee Reports: None.

Old Business: Regarding the 2023-24 State Aid for Library Construction grant, windows are due to be delivered by the end of May.

New Business: In response to Washington County Code Enforcement's directive to install Carbon Monoxide and Smoke detectors, Alesa Wilson made a motion, Rachael Armstrong seconded to approve up to \$200 for the purchase. All were in favor and the motion was carried. Ed Donoghue and Mark Cooney will install.

The next regular meeting is scheduled for Tuesday, June 10, 2025.

RESOLUTION ADOPTED MAY 13, 2025

TO APPROPRIATE SURPLUS IN THE FOLLOWING AMOUNTS
TO COVER STATE AID WINDOW PROJECT

WHEREAS, funds were received from the 2023-2024 NYS Aid for Library Construction Grant in the amount of \$9,405.00, and the library's match for said grant in the amount of \$3699.00 is available as surplus, now, therefore, be it

RESOLVED, that the total amount of \$13,104.00 be, and it hereby is, appropriated from surplus and applied to Expenditure Account L7410.4, Resolution adopted on motion by Kim Erbe, second by Rachael Armstrong, and carried by unanimous vote.

RESOLUTION NO. 2 ADOPTED MAY 13, 2025

TO APPROPRIATE RECEIPT OF A REIMBURSEMENT TO
BANCROFT LIBRARY OF TOWN SNOW REMOVAL PAYROLL
EXPENDITURES

WHEREAS, the portion of the Town's snow removal payrolls from the 2024-2025 season which are pertinent to Bancroft Library was received as a reimbursement, and

WHEREAS, to distribute those funds, a budget amendment needs to be adopted by resolution, now, therefore, be it

RESOLVED, that the Treasurer be directed to receive the total amount of \$1299.87 into L2701 and by budget amendment apply it to L7410.11 (\$1207.50) and L9030.8 (\$92.37);

ON MOTION by Rachael Armstrong, second by Kim Erbe, who abstained from the otherwise unanimous adoption.