

Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, March 16, 2023

4:30 PM

Present: President: M. Collins, N. Orbaker, Vice President A. Prater, Secretary, K. Gray, Trustee C. Atwater, Trustee, Trustee: K. Gray, Treasurer: J. Corteville, Director: K. Iraci,

Absent/Excused:

1. Call to order at: 4:42 pm
2. Public Participation: none
3. Consent agenda-

Approval of Minutes from Previous Meeting

MOTION TO APPROVE: RESOLUTION 2023-38

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 ____C.

Atwater _____ offered the following motion and seconded by: ____N.

Orbaker _____

“Motion to approve the Minutes of the February 16, 2023 meeting.”

 5 YES

 0 NO

 Abstaining

MOTION TO APPROVE: RESOLUTION 2023-39

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 ____C.

Atwater _____ offered the following motion and seconded by: ____A.

Prater _____

“Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2023 Abstract (3) Prior to Payment
Totaling:\$3,616.70

2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (3) (2023)
Totaling:\$20,633.87

5) Transfer of \$25,000 from Chase Operating to the Chase Payroll account to cover payroll and benefit expenditures for Payrolls #7, and #8 and transfer of \$5,000 from the Operating account to the Voucher account to cover the warrant of bills on Abstract 4 (2023), and the transfer of \$35,000 from CNB Operating to the Chase Operating account.

- 3) Chase Bank and Canandaigua National Bank Statements for February 2023
- 4) Payroll Change reports Payroll 5 and Payroll 6 (2023).
- 5) Journal Change Entry report for February 16, 2023 – March 16, 2023.
- 6) February Collateralization Statement for Canandaigua National Bank and Trust.
- 7) Jumbo Municipal Certificate of Deposit February Statements“

 5 YES 0 NO _____ Abstaining

MOTION TO APPROVE: RESOLUTION 2023-40

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 _____K. Gray _____ offered the following motion and seconded by: ___C. Atwater_____.

“Motion to approve the March Treasurer’s Report.”

 5 YES _____0___NO _____ Abstaining

b. MOTION TO APPROVE: RESOLUTION 2023-41

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on ___K. Gray _____ offered the following motion and seconded by: _____N. Orbaker_____

“Motion to approve the March Director’s Report.”

 5 YES _____0___NO _____ Abstaining

4. Old Business

A. Landscaping and Maintenance 2023

MOTION TO APPROVE: RESOLUTION 2023-42

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 __A.

Prater _____ offered the following motion and seconded by: ____N.

Orbaker _____

“Motion to approve the ____ Hawkes Landscaping for \$1,745.50 _____ landscaping bid for 2023 library bed and shrub maintenance.

__5__ YES

__0__ NO

_____ Abstaining

b. Library Cleaning

MOTION TO APPROVE: RESOLUTION 2023-43

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 __C.

Atwater _____ offered the following motion and seconded by: ____N.

Orbaker _____

“Motion to approve increasing the regularly scheduled hours of PT Library Clerk Christina Beiderbecke from 7.5 hours a week to 11.5 hours per week to cover additional weekly library duties assigned.”

__5__ YES

__0__ NO

_____ Abstaining

c. Trustee Education

MOTION TO APPROVE: RESOLUTION 2023-44

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 _____A.

Prater _____ offered the following motion and seconded by: __K.

Gray _____

“Motion to approve the following Self Assurance of Trustee Education Activity Completion submitted by Amy Prater, Kathryn Gray, Caleb Atwater, Nancy Orbaker, and Michael Collins for their attendance at the following online webinar titled “Legal Compliance for

Libraries” provided by the OWWL Library System on March 9, 2023 for 1.0 credit hours to go towards fulfillment of annual NYS Library Trustee Training requirements.

 5 YES 0 NO Abstaining

d. RRLC Grant for Summer Intern

MOTION TO APPROVE: RESOLUTION 2023-45

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on February 16, 2023 C. Atwater offered the following motion and seconded by: K. Gray

“Motion to approve the appointment of Kara Eckhardt as the Library’s Summer 2023 Youth Services Master in Library Studies Graduate Student intern as part of an RRLC Grant covering 120 hours of the paid internship and the Library agreeing to cover the remaining 15 hours of the paid internship, in order for Kara Eckhardt to receive 3 course credit hours towards her graduate degree. Kara will work a 10-12 hour weekly schedule from mid- May to mid-August set by the Youth Services Coordinator and Library Director in support of the Library’s Summer Reading program and activities.”

 5 YES 0 NO Abstaining

5. New Business

a. 2022 Annual Report for the Community

MOTION TO APPROVE: RESOLUTION 2023-46

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 C. Atwater offered the following motion and seconded by: A. Prater

“Motion to approve the Williamson Public Library’s 2022 Annual Report to the Community.”

 5 YES 0 NO Abstaining

b. 2024 Tax Cap

MOTION TO APPROVE: RESOLUTION 2023-47

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 ____M.

Collins_____ offered the following motion and seconded by: ____C.

Atwater_____

“Motion to approve: Whereas the adoption of the 2024 budget for the Williamson Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it resolved, that the Board of Trustees of the Williamson Public Library voted and approved ___not___ to exceed the tax levy limit for the 2024 Budget year by at least sixty percent of the board of trustees as required by state law on March 16, 2023.”

5 YES _0_ NO _____ Abstaining

Roll Call Vote:

| Vote Order | Board Member | Yes, No, Abstain, Absent |
|------------|-----------------|--------------------------|
| 1 | Michael Collins | Yes |
| 2 | Nancy Orbaker | Yes |
| 3 | Amy Prater | Yes |
| 4 | Kathryn Gray | Yes |
| 5 | Caleb Atwater | Yes |

Total Approved: ____5____ Total Denied: ____0____ Total Abstain:
____0____

c. 2024 Draft Budget

MOTION TO APPROVE: RESOLUTION 2023-48

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 ___C.

Atwater_____ offered the following motion and seconded by: ___K. Gray_____

“Whereas, the adoption of the budget for the Williamson Public Library does NOT require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law now therefore be it

Resolved, that the Board of Trustees of the Williamson Public Library voted NOT to exceed the tax levy limit for 2024 and the Williamson Central School District, Wayne County, New York, be authorized to levy taxes in the amount of \$438,096 for the annual support of the Williamson Public Library, Williamson, New York and pay over such monies to the trustees of the Williamson Public Library for library services by December 2023 for the benefit of residents of the School District for the 2024 fiscal year.”

5 YES ___0___NO ___0___ Abstaining

Roll Call Vote:

| Vote Order | Board Member | Yes, No, Abstain, Absent |
|------------|-----------------|--------------------------|
| 1 | Michael Collins | Yes |
| 2 | Nancy Orbaker | Yes |
| 3 | Amy Prater | Yes |
| 4 | Kathryn Gray | Yes |
| 5 | Caleb Atwater | Yes |

d. Long Range Planning Cohort

MOTION TO APPROVE: RESOLUTION 2023-49

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 _____C.

Atwater_____ offered the following motion and seconded by: _____N. Orbaker_____

“Motion to appointing the Long-Range planning Cohort Committee consisting of the following Library officers and staff Michael Collins, Board President, Kim Iraci, Library Director, Kate Karnisky, Youth Services Coordinator and Amy Prater, Secretary.”

 5 YES 0 NO Abstaining

e. Rochester Library Foundation Grant Acceptance

MOTION TO APPROVE: RESOLUTION 2023-50

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 C.

Atwater offered the following motion and seconded by: A.
Prater

“Motion to approve the Acceptance of the 2023 FFRPL Grant of \$2,443.39 to the Williamson Public Library and to adhere to the purchase and budget requirements for the grant. The Williamson Public Library will purchase downloadable Audiobooks via Overdrive and remit the grant to the OWWL Library System for this purpose. The OWWL System will track as per requirements of the grant.”

 5 YES 0 NO Abstaining

MOTION TO APPROVE: RESOLUTION 2023-51

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 K.

Gray offered the following motion and seconded by: N.
Orbaker

“Motion to approve to finalized logo with Flourish Designs Studios for the Williamson Public Library and to pay the outstanding balance.”

 5 YES 0 NO Abstaining

6. Adjournment

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 16, 2023 C. Atwater offered the following motion and seconded by M. Collins

“Motion to adjourn the meeting at 6:00 pm.”

5 YES

0 NO

Abstaining