Williamson Public Library



6380 Route 21, Suite 1 Williamson, NY 14589 LIBRARY BOARD OF TRUSTEES MEETING Thursday, May 18, 2023 3:30 PM

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

Absent/Excused: Treasurer: J. Corteville

- Call to order at: 3:43 pm
 Public Participation: none
- 3. Consent agenda-

A. Approval of Minutes from Previous Meeting MOTION TO APPROVE: RESOLUTION 2023-62A

•	d of Trustees of the Williamson Public Lik	•
	y in Williamson, New York on May 18, 20	
Gray	offered the following motion and sec	conded by:N.
Orbaker		
"Motion to approve the	Minutes of the April 20, 2023 meeting."	
5_YES	0NO	Abstaining
B. Audit and Appro	oval of Bills, Payrolls and Compensate	d Time Off
RESOLUTION 2023	-63a	
At a meeting of the Boar	rd of Trustees of the Williamson Public Lib	orary held at the
•	y in Williamson, New York on May 18, 20	•
	offered the following motion and seco	
Prater	one or and remaining means and even	

[&]quot;Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2023 Abstract (5) Prior to Payment Totaling:\$7,783.97
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (5) (2023) Totaling:\$21,323.35
- 5) Transfer of \$25,000 from Chase Operating to the Chase Payroll account to cover payroll and benefit expenditures for Payrolls #11, and #12 and transfer of \$5,000 from the Operating account to the Voucher account to cover the warrant of bills on Abstract 6 (2023), and the transfer of \$35,000 from CNB Operating to the Chase Operating account.
 - 3) Chase Bank and Canandaigua National Bank Statements for April 2023
 - 4) Payroll Change reports Payroll 9 and Payroll 10 (2023).
 - 5) Journal Change Entry report for April 20, 2023 May 18, 2023.
 - 6) April Collateralization Statement for Canandaigua National Bank and Trust.
 - 7) Jumbo Municipal Certificate of Deposit April Statements"

5YES	0NO	Abstaining
REPORTS TO THE BOARD A. Treasurer's Report MOTION TO APPRO	VE: RESOLUTION 2023-64	
Williamson Public Library in '	Trustees of the Williamson Public Williamson, New York on May 18, offered the following motion and se	2023N.
"Motion to approve the Ma	y Treasurer's Report."	
5_YES	0NO	Abstaining

b. Director's Report

MOTION TO APPROVE: RESOLUTION 2023-65

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 20. 2023 __N.

Orbaker Prater		notion and secor	nded by:A.
"Motion to approve the	May Director's Report	•"	
5_YES	0	_NO	Abstaining
4. Old Business			
A. Friends Book Sa	le		
b. Bequest			
MOTION TO APPROVE: At a meeting of the Board Williamson Public Library Gray Orbaker	of Trustees of the Will in Williamson, New Yo offered the following m	liamson Public Li ork on May 18, 20)23K.
"Motion to approve opening a non-profit account with Ace Financial in order to cash out proceeds from the sale of a bequest in the form of stocks held by Ace Financial group from the estate of Ace Financial group's client Jean Schyve and bequeathed to the Williamson Public Library. Michael Collins, Board President will serve as the authorized signer for the bequest. "			
4YES	0	_NO	1 Abstaining
Talcott Resolution MOTION TO APPROVE: At a meeting of the Board Williamson Public Library Prater Gray	of Trustees of the Will in Williamson, New Yo	liamson Public Li ork on May 18, 20)23A.

Williams		or an annuity beq		the official signer for the e estate of Jean Schyve
4c. C	YES Construction Gra	0 ant Projects Q	_	1 Abstaining
MOTION TO APPROVE: RESOLUTION 2023-68 At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 18, 2023M. Collins offered the following motion and seconded by:N. Orbaker				
"Motion to approve submitting a 2023 Intent to Apply for a NYS Construction grant to the OWWL Library System for the Egress Windows, Interior Window Work, Door Hardware project. The project estimate is not to exceed \$50,000. Pending the door hardware cost for re-keying.				
5	_YES	0_	_NO	Abstaining
d. Front	ier to Ring Central			
e. NYS (Construction Grant	Network Wiring P	roject	
MOTION TO APPROVE: RESOLUTION 2023-69 At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 18, 2023C. AtwaterA. Prater offered the following motion and seconded by:				
"Motion to approve closing to the public as needed during the week of August 21 or August 28 Note: Dates are subject to change based on vendor schedules in regards to the Williamson Public Library Network Wiring project. The Library will not have internet access during portions of this project and the contractor will need full access to the ceiling and all office spaces and public spaces where network wiring drops are located. If staff cannot report the Library will follow its emergency closing policy.				
5	VES	0	NO	Abstaining

f. RRLC Capacity Building Grant and Survey

5. New Business
a. Five Year Board Term
MOTION TO APPROVE: RESOLUTION 2023-70 At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 18, 2023K. Gray offered the following motion and seconded by:M. Collins
"Motion to approve the appointment of Nancy Orbaker to the Williamson Public Library Board of Trustees for a five-year term starting June 1, 2023 and commencing on May 31, 2028."
4YES0NO1 Abstaining
b. 2023-2024 Board Officers
MOTION TO APPROVE: RESOLUTION 2023-71 At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 18, 2023C. Atwater offered the following motion and seconded by:N. Orbaker
"Motion to approve Michael Collins as President of the Williamson Public Library Board of Trustees for June 1, 2023 through May 31, 2024.
_4YES0NO1 Abstaining

MOTION TO APPROVE: RESOLUTION 2023-72 At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on May 18, 2023A. Prater offered the following motion and seconded by:K. Gray		
	_Nancy Orbaker Board of Trustees for June 1, 20	
4YES	0NO	1 Abstaining
Williamson Public Library in	Trustees of the Williamson Public Williamson, New York on May 18 offered the following motion and	, 2023N.
"Motion to approve Amy of Trustees for June 1, 202	Prater as Secretary of the Willi 23 through May 31, 2024.	amson Public Library Board
4YES	0NO	1 Abstaining
c. NYLA Library Membersh	nip	
Williamson Public Library in	Trustees of the Williamson Public Williamson, New York on May 18 offered the following motion an	, 2023A.
"Motion to approve renev New York Library Associati	wal of the Williamson Public Lik	orary's membership in the

4YES	1NO	0 Abstaining
MOTION TO APPROVE: At a meeting of the Board	of Trustees of the Williamson Pul	blic Library held at the
•	in Williamson, New York on May offered the following motio	
• •	roll over the two Williamson P lay 19, 2023 for new terms for	•
5YES	0NO	Abstaining
e. System Access a Update	and Confidentiality of Libr	rary Records Policy
f. Alzheimer's Asso	ciation Caregiver Suppor	rt Group Meetings
6. Adjournment		
Williamson Public Library	of Trustees of the Williamson Pul in Williamson, New York on May on and seconded by <u>K. Gray</u>	•
"Motion to adjourn the	e meeting at 5:12 pm."	
_5_YES	0NO	Abstaining