

# Williamson Public Library



6380 Route 21, Suite 1  
Williamson, NY 14589  
LIBRARY BOARD OF TRUSTEES MEETING  
Thursday, October 19, 2023  
4:30 PM

Present: A. Prater, Secretary, K. Gray, Trustee C. Atwater, Trustee, Director: K. Iraci, J. Corteville, Treasurer

Absent/Excused: N. Orbaker, Vice President, M. Collins, President

1. Call to order at: 4:38 pm
2. Public Participation: none
3. Consent agenda-

## A. Approval of Minutes from Previous Meeting

### MOTION TO APPROVE: RESOLUTION 2023-129

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19, 2023 \_\_\_K. Gray\_\_\_\_\_ offered the following motion and seconded by: \_\_\_C. Atwater\_\_\_\_\_

**“Motion to approve the Minutes of the September 21, 2023 meeting.”**

**\_\_ 3 \_\_ YES**

**\_\_ 0 \_\_ NO**

**\_\_\_\_\_ Abstaining**

## B. MOTION TO APPROVE: RESOLUTION 2023-130

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_C. Atwater\_\_\_\_\_ offered the following motion and seconded by: \_\_\_A. Prater\_\_\_\_\_

**“Motion to certify the Board auditing and approval of**

Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2023 Abstract (10) Prior to Payment  
Totaling:\$14,020.64
  
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (10) (2023)  
Totaling:\$21,402.21
  
- 3) **Transfer of \$25,000 from Chase Operating Account to Payroll account to cover payroll and benefit expenditures for Payrolls #22 and #23 and transfer of an additional \$5,000 from the Operating account to the Voucher account for Abstract 10 and a transfer of \$5,000 for Abstract 11 (2023).**
  - a. Chase Bank and Canandaigua National Bank Systems for September 2023
  - b. Payroll Change reports payroll 20 and Payroll 21 (2023)
  - c. Journal Change Entry report for September 21, 2023-October 19, 2023
  - d. September Collateralization Statement for Canandaigua National Bank and Trust
  - e. Jumbo Municipal Certificate of Deposit and 30 Day CD September Statements”

  3   YES                        0   NO                               Abstaining

C.

**MOTION TO APPROVE: RESOLUTION 2023-131**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023          A.  
Prater                          offered the following motion and seconded by    K.  
Gray                                 

**“Motion to approve the October 2023 Treasurer’s Report”**

  3   YES                        0   NO                               Abstaining

**MOTION TO APPROVE: RESOLUTION 2023-132**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_K. Gray\_\_\_\_\_ offered the following motion and seconded by \_\_\_C. Atwater\_\_\_\_\_

**“Motion to approve the October 2023 Director’s Report”**

\_\_\_3\_\_\_ YES                      \_\_\_0\_\_\_ NO                      \_\_\_\_\_ Abstaining

4. OLD BUSINESS

**A. Long Range Planning Survey**

**MOTION TO APPROVE: RESOLUTION 2023-133- TABLED**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_ offered the following motion and seconded by \_\_\_\_\_

**“Motion to approve the Long Range Planning Survey Summary and Overview by Causewave.”**

\_\_\_\_\_ YES                      \_\_\_\_\_ NO                      \_\_\_\_\_ Abstaining

**B. CNB Certificates of Deposit**

**MOTION TO APPROVE: RESOLUTION 2023-134**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_ C. Atwater\_\_\_\_\_ offered the following motion and seconded by \_\_\_\_\_ A. Prater\_\_\_\_\_

**“Motion to approve for the following CDs upon maturity**

**Jean Schyve 30 Day 6923 maturing on 10-27-2023 to renew as close as possible to Jumbos.**

**Jumbo Municipal 0021 maturing on 11-15-2023**

**Jumbo Municipal 0056 maturing on 11-15-2023**

**Then roll the three into Jumbo municipal renewing at November Board Meeting with rates.**

**\_\_3\_\_ YES**

**\_\_0\_\_ NO**

**\_\_\_\_\_ Abstaining**

C. NYS Short Term Disability

D. Health Insurance 2024

**MOTION TO APPROVE: RESOLUTION 2023-135**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_A. Prater \_\_\_\_\_ offered the following motion and seconded by \_\_\_C. Atwater\_\_\_\_\_

**“Motion to approve attached finalized stipend rates for 2024 with adjustments.”**

**\_\_3\_\_ YES**

**\_\_0\_\_ NO**

**\_\_\_\_\_ Abstaining**

E. Pay Rates 2024

**MOTION TO APPROVE: RESOLUTION 2023-136**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_C. Atwater \_\_\_\_\_ offered the following motion and seconded by \_\_\_\_\_K. Gray\_\_\_\_\_

**“Motion to approve attached finalized pay rates for 2024 with adjustments.”**

3   YES

  0   NO

       Abstaining

**MOTION TO APPROVE: RESOLUTION 2023-137 **TABLED****

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_ offered the following motion and seconded by \_\_\_\_\_

**“Motion to approve the updated 2024 budget as attached.”**

       YES

       NO

       Abstaining

**F. Trustee Training**

**MOTION TO APPROVE: RESOLUTION 2023-138**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_ C. Atwater \_\_\_\_\_ offered the following motion and seconded by \_\_\_\_\_ K .Gray \_\_\_\_\_

**“Motion to approve Amy Prater’s 1.5 Trustee training hours for attending the Trustee Workshop Warp, Weft, Board, Director presented by Stephanie Cole Adams at OWWL System Headquarters on October 11, 2023.”**

  3   YES

  0   NO

       Abstaining

**G. NYS Construction Grant**

NEW BUSINESS

A. 2023 Computer Additional Order

B. 2024 Pay Dates

**MOTION TO APPROVE: RESOLUTION 2023-139 MOTION TO APPROVE:  
RESOLUTION 2023-139**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_C.  
Atwater \_\_\_\_\_ offered the following motion and seconded by \_\_A.  
Prater\_\_\_\_\_

**“Motion to approve the updated 2024 pay date schedule as attached with the Payroll #13 being paid on June 18<sup>th</sup> due to the federal holiday.”**

**\_\_3\_\_ YES                      \_\_0\_\_ NO                      \_\_\_\_\_ Abstaining**

**C. Board Meeting Dates 2024**

**MOTION TO APPROVE: RESOLUTION 2023-140**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023 \_\_\_\_\_C. Atwater \_\_\_\_\_ offered the following motion and seconded by \_\_K. Gray\_\_\_\_\_

**“Motion to approve 2024 Board Meeting Dates.”**

**\_\_3\_\_ YES                      \_\_\_\_\_0\_\_ NO                      \_\_\_\_\_ Abstaining**

**D. NYS Deferred COMP Roth**

**MOTION TO APPROVE: RESOLUTION 2023-141 **TABLED****

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 19,2023

\_\_\_\_\_ offered the following motion and seconded by  
\_\_\_\_\_

**“Motion to \_\_\_\_\_ offering a Roth Plan as an additional option for NYS Deferred Compensation for employees. This will be reviewed in the fall of 2025 when guidelines are finalized for 2026.”**

\_\_\_\_\_ **YES**                      \_\_\_\_\_ **NO**                      \_\_\_\_\_ **Abstaining**

### E. ADJOURNMENT

#### **MOTION TO APPROVE:**

#### **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 October 19, 2023 \_\_C.

Atwater\_\_\_ offered the following motion and seconded by\_\_\_ K. Gray\_\_\_\_\_:

\_\_\_ **3** \_\_\_ **YES**                      \_\_\_ **0** \_\_\_ **NO**                      \_\_\_\_\_ **Abstaining**