

**Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – December 11, 2024**

Present: Craig Maguire, President; Liz Bates, Mary Lou Carpinella, Pam Fallesen, Mary Schmutz, Frank Valchine, Mary Anne Williams, Nancy Howe, Library Director; John Klimachefsky, Donation Fund Treasurer

Excused: Diane Natale

Meeting called to order at 7:05 p.m. by Craig Maguire, President

- I. New Board Member, Liz Bates, took her oath of office and was welcomed to the Board.
- II. Disposition of minutes of November 13, 2024. Motion to accept minutes by Mary Lou Carpinella. Second by Frank Valchine. Carried.
- III. Conflict of Interest. None.
- IV. Treasurer's Report: Donation Fund. Motion to accept Treasurer's report by Mary Anne Williams, second by Pam Fallesen. Carried.
- V. Bills: Donation Fund. Motion to accept bill of \$100.00 by Mary Anne Williams, second by Frank Valchine. Carried
- VI. Treasurer's Report: Public Fund. Motion to accept School District Cycle 5 report by Pam Fallesen, second by Mary Lou Carpinella. Carried
- VII. Bills: Public Fund. Motion to accept bills in the amount of \$37,040.38 by Pam Fallesen, second by Mary Anne Williams. Carried.
- VIII. Public Comments. None.
- IX. Old Business.
 - A. Library Construction Grants. Nancy Howe, Library Director, updated the Board on the current Construction Grants.
 - B. Monthly Energy Use Review. Trending as usual.

X. New Business

A. Personnel Changes.

1. Chuck Schmutz, Maintenance Worker I, appointed effective 11/18/24 at a salary of \$17.53 an hour.
2. Due to an increase in minimum wage, base salaries are increased to \$15.50 an hour for all pages.

B. Sexual Harassment Training completed for this year by the Board members tonight.

C. Nancy Howe will seek legal advice concerning community groups' use of the basement and the library's liability. She will investigate a standard disclaimer for any damage caused by malfunctions of library equipment.

D. Nancy Howe will formulate a plan to determine when to close in case of inclement weather on the weekend and how to notify the staff.

E. There was a roof leak causing damage to the interior of the library. Craig Maguire was notified. He went up on the roof to determine the problem and later returned to fix it. There are several pieces of loose flashing and other issues on the roof which he documented with pictures on his phone.

F. Christmas gifts. It was decided to purchase a gift card for John Klimachefsky in appreciation for his outstanding service as Donation Fund Treasurer.

XI. Adjournment. Motion to adjourn at 8:40 p.m. by Frank Valchine, second by Pam Fallesen.

Respectively submitted,
Mary Schmutz