

**Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – August 14, 2024**

Present: Craig Maguire, President; Mary Schmutz, Mary Anne Williams, Pam Fallesen; John Klimachefsky, Donation Fund Treasurer; Margaret Van Patten, Library Director; Nancy Howe, Assistant Director; Diane Natale, Secretary.

Excused: Linda Clarkson, Vice President; Frank Valchine, Mary Lou Carpinella

Meeting called to order at 7:08 p.m. by Diane Natale, Secretary.

- I. Disposition of minutes of July 10, 2024. Motion to accept minutes by Mary Anne Williams. Second by Mary Schmutz. Carried
- II. Conflict of Interest. None.
- III. Treasurer's Report: Donation Fund. The checking account, with a balance of \$12,697.43 remains at Seneca Bank. The CD was split and \$53,100.85 was put into a 9 month CD account at 5.10% at Empower. \$53,089.27 was put into a 15 month CD account at 4.5% at Empower. Both the CDs at Empower must show at least one transaction per year, which the library will do on the first of the year. John Klimachefsky, Donation Fund Treasurer, donated \$10 (ten dollars) to open the Empower account. Total balance for all accounts is \$118,897.55. Frank also recommended that in the by-laws, the Special Funds account be renamed Donation Fund. Move to accept by Pam Fallesen. Second by Mary Anne Williams. Carried.
- IV. Bills: Donation Fund. None
- V. Treasurer's Report: Public Fund. Monies are encumbered for different lines and even though it may show a minus (-), there is money available but it hasn't been used yet. Trying to make changes year-to-date. Not the official report. Tabled until next meeting.
- VI. Bills: Public Fund. Motion to pay the bills by Mary Anne Williams. Second by Pam Fallesen. Carried.

VII. Public Comments. None.

VIII. Old Business.

A. Updates.

1. Library Construction Grants. Work is going on in the basement on the heat pumps. The temperature is coming down. Margaret Van Patten needs to finalize and get the bills paid. Nancy Howe is looking into getting another charging station (for cars). The library will pay twenty-five per cent (25%) of whatever the cost will be. The library needs to show quotes, pictures, etc. to do a NYS Public Library Construction Grant from the state. The District is looking at possible replacement of the cooling tower.
2. Monthly Energy Use Review. There was a significant increase in energy use in July. Why? Possibly because July was very hot and air conditioning was constantly running. We will check again next month because there are new heat pumps going in now. Also, the cooling tower may have been running more due to the excessive heat.
3. Green Team. Our donation of \$12,000 still stands for the replacement of most of the library lighting. It is going to save us a lot of money.

B. Policies.

1. Valid form of ID for computer usage. That line needs to be taken out of policies. User can now use their own software on our computers. As a safety measure, the library has Deep Freeze, which protects the library computers and will only allow certain software to be used.
2. Internet. How do we know if some organization is endorsing the programs on the internet? The library uses an honor system. Our policy is for no violence on CDs, videos, etc. Margaret Van Patten will look into what policies other libraries have for using the Internet and violence. Motion to approve computer use, as amended and to leave Whistle Blower as is by Pam Fallesen. Second by Mary Anne Williams. Carried

IX New Business.

A. Personnel. Accept resignations Emma Kilkelly, page, effective 3/29/24; Dominic Carone, page, effective 8/10/24; Makayla Rasmus, page, effective 8/14/24; Gavin Kirkendall, page, effective 8/15/14. Appointments. Emmet Ranous, page, effective 7/16/24 at \$15.00/hour. Hailey Gravett, page, effective 7/26/24 at \$15.00/hour. James Beardsley, maintenance worker I, effective 8/5/24 at \$17.53/hour. Motion to approve Personnel changes by Pam Fallesen. Second by Mary Schmutz. Carried.

X Director's Report.

We thought the leaks around some of the windows had been fixed. However, during a nasty storm we had end of July or early August, the same windows started leaking badly. Flower City Glass did a visual check and said the windows are not the problem for the leakage. Architect Phil was here along with Craig Maguire, Margaret Van Patten and Nancy Howe. Nancy shared pictures that had been taken during the storm.

The library was awarded a mini grant to be used by Sharon Burton, a part-time librarian, for the library at Canton Woods Senior Center. Craig Maguire reported that the Post Standard had a great article about libraries being more egalitarian and to stand their ground to help educate.

XI Adjournment. Motion to adjourn at 8:35 p.m. by Pam Fallesen. Second by Mary Anne Williams. Carried.

Respectively submitted,
Diane Natale