

**Baldwinsville Public Library
Board of Trustees
Minutes of Meeting – October 9, 2024**

Present: Craig Maguire, President; Mary Schmutz, Pam Fallesen, Mary Lou Carpinella, Frank Valchine, Margaret Van Patten, Library Director; John Klimachefsky, Donation Fund Treasurer

Excused: Mary Anne Williams, Diane Natale, Secretary, Nancy Howe, Assistant Director

Meeting called to order at 7:25 p.m. by Craig Maguire.

- I. Disposition of minutes of September 11, 2024. Motion to accept minutes by Mary Lou Carpinella. Second Frank Valchine. Carried.
- II. Conflict of Interest. None.
- III. Treasurer's Report: Donation Fund. Motion to accept Treasurer's report by Mary Schmutz. Second by Frank Valchine. Carried.
- IV. Bills: Donation Fund. None
- V. Treasurer's Report: Public Fund. Cycle 99, 7/1/23-6/30/24, was reviewed and approved by Mary Lou Carpinella, seconded by Frank Valchine. Cycle 1, 7/1/24-7/31/24, was reviewed and approved by Mary Lou Carpinella, seconded by Frank Valchine. Cycle 2, 7/1/24-8/31/24, was reviewed and approved by Mary Lou Carpinella, seconded by Frank Valchine. All motions carried.
- VI. Bills: Public Fund. Motion to pay the bills in the amount of \$29,623.10 by Mary Schmutz. Second by Frank Valchine. Carried.
- VII. Public Comments. None.
- VIII. Old Business.
 - A. Updates. We have not received an invoice yet for the two dehumidifiers that have been installed in the basement. The camera

facing the charging station has been repaired. The camera on the Northeast corner of the building needs to be replaced.

Nancy Howe has submitted the next construction grant application for the purpose of installing a second charging station unit. The unit will allow for a total of four cars to be charged at one time.

- B. Library Construction Grants. We are still waiting for the final bill (invoice) to close out the parking lot. Nancy Howe filed paperwork for \$25,000 for another car charging station.
- C. Monthly Energy Use Review. Energy use indicated no action necessary
- D. Policies.
 - 1. Duplicating Copy Righted Materials Policy was reviewed. Move to approve by Frank Valchine. Mary Schmutz seconded. Carried.
 - 2. Material Selection Policy is still under review.
 - 3. Social Networking Policy: Changes will be made and policy reviewed at next meeting.
 - 4. Sexual Harassment. Policy approved.

IX New Business.

A. Personnel Changes.

Accept resignation of Margaret Van Patten with regret. Move to accept resignation by Pam Fallesen. Seconded by Mary Lou Carpinella. Carried.

Appointments:

Sadie Misner, Page, at \$15.00 an hour effective 9/23/24.

Keira Delardi, Page, at \$15.00 an hour effective 9/23/24.

Move to accept by Pam Fallesen, seconded by Frank Valchine. Carried.

- B. At 8:42 p.m. a motion to enter into executive session for a personnel matter, with the director staying in the meeting, was made by Mary Lou Carpinella. Second by Pam Fallesen. Carried. At 9:04 p.m. Pam Fallesen made a motion to exit executive session. Seconded by Mary Lou Carpinella. Carried.

C. Director's Report.

Motion to approve the repair of the charging station. Motion by Pam Fallesen. Second by Mary Schmutz. Carried.

The Baldwinsville Rotary is funding the installation of two peace poles which will have a peace message inscribed in multiple languages. It will be placed on the lawn on the Virginia St. side of the library.

It was suggested that the board consider a plaque, similar to the Ruth Connell Award plaque, to honor deceased board members.

Meg Van Patten reported that the library will be giving up the staff use hot spot and using the funds towards the monthly fee for a library cell phone. The cell phone will be used to track and use any service that is needed for library purposes. It will primarily be in the custody of the library director. It was also suggested that the library also purchase a tablet that will act as a backup phone that would stay in the building.

Trustees were reminded that in November Nancy Howe will do the sexual harassment training that is required for all trustees. Trustees are also reminded that they need to complete trustee training for a total of two hours each by Dec 31, 2024. The two hours of training is an annual requirement.

The Board applauded Meg's 45 years of service and look forward to her retirement party on Sunday, October 20, 2024 from 1-4.

New board member. There was a brief discussion about potential candidates to hold the remainder of Linda Clarkson's seat. It will be on the agenda for the November meeting with the goal of making an appointment.

A moment of silence was observed in memory of Linda Clarkson.

XI Adjournment. Motion to adjourn at 9:20 p.m. by Mary Schmutz. Second by Frank Valchine. Carried.

Respectively submitted,
Craig Maguire