

AGENDA-February 23, 2023

Call meeting to Order-President Ethel Soukey

ROLL CALL-Secretary Nicole Bertrand;

Vote on accepting her resignation

Appoint a replacement for Secretary: _____

Vote to accept _____ as new secretary effective _____

New secretary to take Oath of Office, signed by both.

TIME ASIDE FOR PUBLIC COMMENT:

Did the Library receive an email for public comment to be read?

Is there someone in attendance that cares to make a public comment?

Minutes of last meeting read by Secretary Nicole Bertrand

Vote to accept the minutes.

LIBRARY manager's report: Margaret Hedden

Vote to approve funds \$600.00 from L-7410.4 Equipment to L-9030.8 Social Security \$400.00 and \$200.00 to L-9030.8 Medicare appropriations. To balance budget for FY 2021-2022.

Correspondence:

Received letter from County of Jefferson on the approved 3% increase for 2022 thru NCLS; get funds usually in March.

The Board wants to go out for a funding increase in the Indian River School Budget Vote May 2023; \$20,000. Theresa \$15,000; Antwerp \$10,000 and Philadelphia \$15,000; for a total increase of \$50,000. Awaiting NCLS's for the effect of the increase to the tax rate of the IRCS District Referendum additional amount of \$60,000. Resolution for tax levy increase, Vote to accept.

Approve the contract for the Town of Pamela for January 1, 2023 through December 31, 2023. Would receive \$500. Payable on or before August 1, 2023. Vote to send to Town of Pamela for acceptance.

OLD Business:

Ventilation system ordered from Hyde Stone Mechanical Contractors. Ethel and/or Rita report. When will they inspect it to make sure it is working properly?

Ethel Soukey and Linda Kellaway met with Mayor Bob Boucher and Board member Jack Brand to discuss finances, etc. instead of writing a letter.

The Sexual Harassment training that we take will NOT be counted as the required training for a trustee in 2023. **All need to retake the training.**

Update Materials Selection/collection development policy. 5-year requirement revision if needed; see revised policy. vote

New Business:

Margaret needs information from the Board on when they plan to hire and for how much? Library Direct Manager Trainee job description, discuss and vote to change, or accept.

Annual Report is now due February 22, 2023; any questions; we can make changes if necessary after submitted for NCLS's review. Trustees will be able to see the report at the Library and then vote to accept it or reject it.

NCLS has recommended that we have a meeting room policy and guideline on our web page. Look over the suggested one; all to consider. Vote

Any other business?

Margaret would like to suggest we have the substitute, Sharon Lewis, come to work one hour a week, from now until you hire an interim Manager. Margaret has not spoken to Sharon Lewis about this. But I feel we need to train someone. Sharon Lewis receives \$14.20 per hour.

Need to discuss pay for 2022-2023 for budget preparation.

Currently:

Manager \$25.00 per hour

Assistant \$19.00 per hour

2 Substitutes get \$14.20 per hour; \$1.00 increase from last year; voted on at this meeting, (mandatory by New York State. 2023.

Cleaner \$16.00 per hour. Next meeting will vote on the budget.

What are your feelings for pay for the new employee and when are you planning to hire?

It all has to go into the budget.

Next meeting Thursday March 30 at 6:00. Vote to adjourn