

Fenton Free Library Board of Directors Meeting- December 19, 2022- 5:00 PM

Jason Aurelio called meeting to order at 5 PM

Attendance: Korin Spencer, Director, Melissa Weber, Mary Connors, Jonathan Hussar, Jason Aurelio, Pat Gleason, Sue Newcomb, John Mastronardi, Brady Begeal, Gretchen Grunder. Absent- Tom Tiffany, Marge Ouimette, Shawn Wolbert.

1. Secretary's Report

- a. Approval of November 28, 2022 meeting minutes. Motion: Pat, Second: Sue; Motion carried.

2. Treasurer's Report:

- a. Motion to approve November Financial report. Motion: Jonathan, Second: Sue; Motion Carried
- b. Motion to approve November debit card transactions. Motion: Sue, Second: Jason; Motion Carried
- c. Motion to pass the budget resolution as discussed at November meeting: Surpass tax cap of 2% and ask voters for tax amount of \$155,000 to cover all FFL operational expenses. Motion: Brady, Second: Sue; Motion Carried.
- d. Key Bank: As Pat is cycling off the library board and will no longer be treasurer he will need to be removed from the Key Bank account, as well as Paychex. A new signer is not needed for Key Bank.
- e. 2023 Library Funding Resolution: has to be delivered to CV Superintendent by the end of January to be included on the ballot.
- f. 2023 Salary Schedule: Motion to approve the salary schedule for 2023 as discussed at November meeting: Employee salaries will increase by 7%, consistent with the NYS minimum wage increase. Motion: Brady, Second: Sue; Motion Carried.

3. Director's Report

a. Upcoming and Current Events:

- i. Tree Lighting with baskets raffle- great turnout, had 33 baskets and collected about \$1,300
- ii. Santa's Toy Shoppe Sale: profit of about \$650
- iii. Cookie Plate Sale- happening this week
- b. Employee background checks- no legal requirement to background check employees but is best practice. Should limit checks to only criminal convictions.
- c. Harassment training has been completed

4. Building and Grounds Update:

- a. NYSEG energy charges: Bills show the addition is using a lot of electricity despite heating being natural gas. Have turned off the electric heater/blower in the vestibule that runs continuously to see if it makes a difference.
- b. Technician came to "fix" lift but determined that it was not broken. Failed inspection due to user error. Technician did not charge for the visit and is going to contact the inspector.

5. Grant Activities for New and Existing Grants

- a. FFL awarded \$2,250 for Senior Wellness through a 4- County Mini Outreach Grant. The remaining 25% will be sent in January.
- b. The United Way Strategic Grant is due in January and would be for Children's literacy programs.

6. Old Business:

- a. Motion to approve 2023 FFL Board of Directors Officer positions as follows: President: Tom Tiffany; Vice President: Jonathan Hussar; Treasurer: Shawn Wolbert; Secretary: Melissa Weber. Motion: Pat, Second: Brady; Motion Carried.
- b. Barnes and Noble Book Drive: received at least 800 books, half of which library currently doesn't have.

7. New Business:

- a. Search for new board members. Two seats to fill. Possible backgrounds to look for: someone involved with Town of Fenton leadership, marketing background, current or retired CV teacher, etc.

8. Adjournment-

Next Meetings: Tuesday, January 24, 2022 at 5 PM

Motion to adjourn: Brady, Second: Jason; Motion Carried. Meeting was adjourned at 5:43 PM.