

Barker Public Library
Board of Trustees Meeting
November 18, 2024
Barker Public Library, Barker, NY

Present: Board of Trustees: Kathie Smith, Cynthia Harris, Lisa Thompson, Ashley Grabowski, Vernetta Kenyon, Brian Carmer

Absent: None

Call to Order: President Kathie Smith called the meeting to order at 6:01pm with the Pledge to the Flag.

Meeting Minutes: Approval of the minutes from September 9, 2024 was moved for approval by Trustee Harris and seconded by Trustee Grabowski. All voted Aye.

Treasures Report: President Smith brought up discrepancy on funds allocation and spoke with the treasurer to reallocate to the correct fund.

A motion to approve the Treasurers Report was made by Trustee Kenyon and seconded by Trustee Carmer. All voted Aye.

President's Report: President Smith's activities from September – October are as follows:

- Met with director Thompson several times, reviewed bills and met with the new Clerk Kristin.
- Went to Medina to CPA's to sign and pick-up tax documents.
- Met with the Committee on Long Range Plan. Meeting again in January.
- Met with the Mayor on general issues.
- Attended two training sessions
- Researched School District population. Under 5,000, so only 2 years of college required for a Director's position.

Director's Report: Director Thompson reported the following:

- Would like to purchase laptops for Assistants Carrie and Kristie. Assistant Kristin has taken on the responsibility of the website and Assistant Carrie has

been doing more of the social media and events. The laptops will help them to more efficiently work on these responsibilities independently. Proposed to use the Fire Account money to pay for them.

- The Village Office indicated the bike rack will be put out in the Spring.
- Attended numerous meetings in September and October.
- Collection and materials reported. Steady usage continues with upticks in October from September in Circulation Stats, Hoopla, and Patron Visit count (up by ~40%).
- Received \$230 Youth Services Outreach Mini Grant from NIOGA for Nintendo Switch.
- Game night was being held on, Wednesday, November 20th, 5:00p – 7:00p.
- Monthly News Letter available at the library and on the website.

Friends Report:

Four showed up to the meeting. Linda Potenzo could possibly become the president. Director Thompson will make a monthly calendar for meetings, and made fliers for friends to hand out at the Light up Barker. Will have a table set-up for kid crafts at the Light-up Barker night (12 Days of Christmas Theme). Also, friends made malt spices for sale at the library for \$3.

Old Business:

The replacement of the shed with a larger shed was discussed and possibly moving the current shed or selling it. The village was not keen on us having two sheds. It was suggested at a minimum of adding more stone to accommodate a larger shed, or possibly having a cement pad poured. To discuss further at the next meeting.

Electronic Sign was discussed at a cost from \$25,000 to \$75,000 at the corner of Main St. and Quaker Rd. It would be used as community electronic notification board for such things as meeting times and locations, events times and locations, etc. Would need to get approval from the Village because it would be on the Village Park property and it was indicated the Village was open to having the sign. A lot of details, such as who controls what is put on the sign, who the administrator would be, etc., will need to be worked out if this is to move forward. We will need to meet with the attorney to discuss and possibly get guidelines, etc. Plan to discuss at the next meeting on how we should proceed.

New Business:

A motion to approve Mary Grace Trakes as cleaner at \$16.50/hr for two hours/week was made by Trustee Kenyon and seconded by Trustee Grabowski. All voted Aye.

A motion to accept the resignation of Emily Platz effective September 27, 2024 was made by Vice President Harris and seconded by Trustee Carmer. All voted Aye.

A motion to approve Kristin Sullivan as Library Clerk at \$15.00/hr beginning October 7, 2024 made by Trustee Grabowski and seconded by Trustee Kenyon. All voted Aye.

A motion to approve Kathy Price as Clerk was made by Vice President Harris and seconded by Trustee Grabowski. All voted Aye.

A motion to set salaries and payroll for 2025 as follows:

- Director: \$33,000 to \$34,000
- Wright: \$17.00/hr
- Sullivan: \$15.50/hr
- Price: \$15.50/hr

was made by Trustee Kenyon and seconded by Trustee Carmer. All voted Aye.

A motion to approve Calendar, Meeting Schedule, and List of Holidays for 2025 was made by Trustee Grabowski and seconded by Trustee Kenyon. All voted Aye.

A motion to approve the following proposed changes to By-Laws:

- On page 1, the fiscal year is now July 1 – June 30.
- On page 2, under Trustees, ALL Trustees are required to attend two hours of training as well as sexual harassment training annually.
- On page 3, under meetings, the fourth bullet should state the annual meeting will be held on the first Monday of June.

was made by Trustee Carmer and seconded by Trustee Grabowski. All voted Aye.

A motion to renew contract with our CPA Jen for 2025 at \$3,000 with a possibility of a little more (\$250/month) was made by Trustee Kenyon and seconded by Trustee Carmer. All voted Aye.

Trustee Grabowski will send out Director and Board Evaluations. Review will be in January. Try and complete by next meeting.

Light-up Barker will be held on December 14th from 4:00p – 7:00p. We will have a tent along with the Friends of the Library. Blower Heater will be available.

Next Meeting: The next Board Meeting is scheduled for January 13, 2025 at 6:00pm at the Barker Public Library.

Adjournment: A motion for adjournment was made by Vice President Harris and seconded by Trustee Kenyon at 6:47pm.

Respectfully submitted by Brian Carmer, Secretary