

Board Minutes: March 12, 2024

*Present:* Dave Dewey, Nancy Hornung, Emelinda Gronwall, Pamela Gilbert, Mary Jane Plummer, Patrick McGowan  
Meeting called to order by Dave Dewey at 4:27 p.m.

Motion to accept February 13, 2024 minutes by Mary Jane Plummer; second by Pam Gilbert; motion carried.

*Staff Conversations:* Sue Weibel, Michelle Maggio

*Public Comment:*

No public comment from the floor.

*Correspondence:*

March 2024 Newsletter

Final audit report from Insero & Co. Motion made to approve the Final Audit from Pam Gilbert, second by Emelinda Gronwall; motion carried.

Discussion of putting money in three-month CD and six-month CD in \$100k increments.

*Financial:*

Board claims in the amount of \$12,996.04 – motion to approve by Mary Jane Plummer, seconded by Emelinda Gronwall; motion carried.

Check numbers 13337 to 13368 were approved.

*Personnel:*

3/22/24 Staff Development Day.

*Buildings / Grounds:*

Motion to accept the low HVAC project bid of \$149,293 of Tri-county Heating and Air Conditioning of Oneida, NY as recommended by Principle Design and Engineering, made by Mary Jane Plummer, seconded by Pam Gilbert; motion carried.

C & H Cooling and Heating came out to replace a failed boiler under warrantee.

McGee Elevator will be conducting an annual inspection and five-year load test on 3/27/24.

*Policy Development:*

Review of Emergency Manual.

Recommendation from Sue Weibel that staff sign off on policies pertaining to public service / personnel policies annually (In July).

First reading: Fixed Asset Capitalization policy recommended by auditors.

*Unfinished Business:*

Implement HVAC replacement.

*Friends of the Library:*

Refer to report.

*Other:*

Refer to Director's Report.

Meeting adjourned at 5:55 PM; motion by Mary Jane Plummer, seconded by Emelinda Gronwall; Motion carried.

Submitted by Nancy Hornung.