

**SIDNEY MEMORIAL PUBLIC LIBRARY**  
**MEETING OF THE BOARD OF TRUSTEES**

**Tuesday, 2/11/25**

**4:30 P.M.**

**Sidney – Smart Community Room**

TRUSTEES: ANN ZIENO, SUE RUESTOW, PAMELA GILBERT, EMELINDA GRONWALL, NANCY  
HORNUNG, MARY JANE PLUMMER, PAT SMITH

**AGENDA ITEMS**

- 1. CALL TO ORDER**
- 2. OPENING OF BID FOR FLAT ROOF REPLACEMENT PROJECT 0386-24-0603**
- 3. MINUTES OF JANUARY 14<sup>TH</sup>, 2025 MEETING**
- 4. CORRESPONDENCE**
  - FEBRUARY NEWSLETTER
  - EMAIL FROM JOHN M. JONES, PRESIDENT OF THE SIDNEY COMMUNITY FOUNDATION RE: DIGITAL LAWN SIGN
  - NBT CD RECEIPT
  - COMMUNITY CD RECEIPT
  - SUMMARIES OF NEW LAWS AND IMPACT OF FEDERAL EXECUTIVE ORDERS ON NON-PROFIT ORGANIZATIONS
  - INSERO DRAFT AUDIT REPORT AND EXECUTED AGREEMENT
- 5. PUBLIC COMMENT FROM THE FLOOR**
- 6. FINANCIAL AND STATISTICAL REPORTS**
  - GIFTS
  - RECEIPTS
  - STANDARDS
  - DISBURSEMENTS
  - BOARD CLAIMS
  - INSERO PRESENTATION – MARCH 2025 BOARD MEETING
  - VOTE ON APPROVAL OF PROPOSED FY 25 BUDGET
  - VOTE ON APPROVAL OF ANNUAL REPORT
  - COMPLETED ROLLOVER OF \$200K CD AT NBT AND COMMUNITY BANK
  - RECOMMEND TRANSFER OF REPAIR RESERVE FUNDS TO THE MONEY MARKET ACCOUNT AT NBT
  - DISCUSSION OF COMMUNITY BANK PERFORMANCE
  - RECOMMEND ESTABLISHING ANOTHER \$200K CD IN FEBRUARY
  - REVIEWED DRAFT AUDIT DOCUMENTS
  - REVIEWED SUMMARIES OF NEW LAWS AND IMPACT OF FEDERAL EXECUTIVE ORDERS ON NON-PROFIT ORGANIZATIONS

- 7. PERSONNEL**  
STAFF PERFORMANCE REVIEWS IN PROCESS
- 8. BUILDINGS AND GROUNDS**  
VOTE ON FLAT ROOF REPLACEMENT PROPOSALS.  
HAD CONTRACTOR COME IN THE FIX THE FLOOR PROJECTOR  
CONNECTION IN THE COMMUNITY ROOM.  
REQUESTED THAT C & H COOLING AND HEATING ADD A FILTER TO  
TREAT WATER COMING FROM THE BOILER UNITS.  
CASSANDRA AND I HAVE BEGUN TO RECONFIGURE THE PCC FOR BETTER  
USE OF SPACE.  
SUBMITTED AMENDMENT TO SCOPE OF WORK FOR HVAC PROJECT TO  
4CLS / DIVISION OF LIBRARY DEVELOPMENT.
- 9. COLLECTION DEVELOPMENT**  
WEEDING IS ONGOING AT SIDNEY
- 10. POLICY DEVELOPMENT**  
VOTE ON APPROVAL OF CONFLICT OF INTEREST, ETHICS, AND STAFF  
OBLIGATIONS POLICIES
- 11. PROGRAMMING**  
SIDNEY HS JAZZ BAND HAD A NICE PERFORMANCE ON 2/2/25.  
JOYCE NEAL IS PROVIDING A PAINTING AND A BOOK CRAFT  
LINDA SHEA IS OFFERING A CARD WORKSHOP IN FEBRUARY  
PLANNING FOR UPCOMING PROGRAMMING FOR THE 100<sup>TH</sup> ANNIVERSARY  
OF AMPHENOL
- 12. UNFINISHED BUSINESS**  
FLAT ROOF REPLACEMENT FOR NY STATE CONSTRUCTION GRANT  
HVAC GRANT
- 13. NEW BUSINESS**  
COMPLETION OF FINAL PORTION OF HVAC GRANT – MARCH BOARD  
MEETING SEALED BID
- 14. FRIENDS OF THE LIBRARIES**  
2/5/25 AGENDA / 1/8/25 MINUTES  
BOARD REORGANIZATION  
FUNDING SUMMER READING PROGRAMMING
- 15. OTHER**  
DIRECTOR'S REPORT
- 16. ADJOURNMENT**

**Next meeting: March 11, 2025 at 4:30 pm. Location will be at Sidney Smart Community Room.**