

Board Minutes: August 12, 2025

Present: Ann Zieno, Tom Gorman, Colleen McKinney, Pamela Gilbert, Mary Jane Plummer, Patrick McGowan.

Meeting called to order by Ann Zieno at 4:30 p.m.

Motion to accept the July 8, 2025 Board meeting minutes by Mary Jane Plummer, seconded by Pam Gilbert; motion carried.

Correspondence:

August newsletter.

Documentation for CD interest documentation confirmation.

BNL appraisal quote.

Utica Insurance Company Statement of Values. Board agreed to wait until elevator, handrails, HVAC upgrades/repairs are made by 2028 to request new appraisal.

Financial:

Gift from Friends for butterflies program for \$68.10: motion to accept made by Colleen McKinney, 2nd by Pam G.; motion carried by all.

Receipts presented.

Standards presented.

Disbursements presented.

Rollover Wayne Bank New 5 month CD from 7/22-12/22 @ 4.25 interest for \$200,000.

Board Claims in the amount of \$11,452.26. Motion to accept by Pam Gilbert, seconded by Mary Jane Plummer; motion carried.

Check numbers 13888 to 13906 for \$22,577.42 were confirmed and approved.

Other business:

Reviewed the Patron Satisfaction Survey done this month. 20 responses, mostly positive and informational. We will reschedule 11/11 Board meeting. Will table until later to decide on date and time.

Personnel:

Hired James Quigley for part-time janitorial position. Patrick recommended the hire.

Building and Grounds:

Pads have been included for HVAC uplift.

C & H installation of small HVAC should be done next week.

Sent bids for donor plaque to Sidney Community foundation for approval.

Grant for NYS Library Construction grant to replace rusty handrails hasn't been submitted yet.

Painting project hasn't begun yet.

Requested quote for Masonville Library heat pump.

Will be ordering seven new PCs to upgrade to Windows 11 system.

Programming:

Computer classes are being offered.

Summer reading is going well.

Oneida Indian/Revolutionary War was attended by over 20 people.

SCORE series has been cancelled.

Policy Development:

Approval of staff obligations-Dress Code Policy-motion to accept made by Tom Gorman, 2nd by Pam Gilbert.
Motion carried.

Approval of Amendments to Bylaws- motion to accept by Colleen McKinney, 2nd by Mary Jane Plummer.
Motion carried.

Reviewed Board of Trustee Code of Ethics Policy

Reviewed Board of Trustees Conflict of Interest/Ethics Policy

Unfinished Business:

Flat roof Grant, must use the remainder of grant funds soon.

HVAC is almost finished.

Painting Project

Water Meter still hasn't been installed.

Adjournment:

Motion made by Colleen McKinney at 5:50 PM, 2nd by Pam Gilbert; motion carried.

Next meeting on September 9, 2025 at 4:30 PM. Meeting to be held at the Sidney Memorial Public Library – Smart Community Room.

Submitted by Pamela Gilbert,
Substitute Secretary for Nancy
Horning