

SIDNEY MEMORIAL PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

Tuesday, FEBRUARY 13TH, 2024
4:30 P.M.

Sidney – Smart Community Room

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

AGENDA ITEMS

- 1. CALL TO ORDER**
- 2. BID OPENING FOR HVAC PROJECT**
- 3. AUDIT PRESENTATION**
DUANE SHOEN FROM INSERTO & CO. PRESENTATION. REVIEW AND APPROVAL OF AUDIT PRESENTATION
- 4. EXECUTIVE SESSION AND RETURN TO PUBLIC SESSION**
- 5. MINUTES OF JANUARY 9TH MEETING**
- 6. CORRESPONDENCE**
FEBRUARY NEWSLETTER
STAFF MEETING MINUTES
SIDNEY POLICE REPORT FOR A PATRON INVOLVED IN AN INCIDENT
- 7. PUBLIC COMMENT FROM THE FLOOR**
- 8. FINANCIAL AND STATISTICAL REPORTS**
GIFTS
RECEIPTS
STANDARDS
DISBURSEMENTS
BOARD CLAIMS
TAX CAP VOTE FOR FY 24
FY 24-25 BUDGET APPROVAL
2023 ANNUAL REPORT REVIEW
CASSANDRA AND PAT SUBMITTED APPLICATIONS FOR 4CLS AND DOLLAR GENERAL LITERACY FOUNDATION TO SUPPORT THE SUMMER READING PROGRAM
- 9. PERSONNEL**
VOTE TO CLOSE SIDNEY AND MASONVILLE LOCATION ON 3/22/2024 FOR A STAFF DEVELOPMENT DAY.
COMPLETED 3 PERFORMANCE EVALUATIONS
MARCIE COMPLETED REVIEW OF FIRE ALARM PROCEDURES WITH STAFF
- 10. BUILDINGS AND GROUNDS**
C & H COOLING AND HEATING CAME IN TO REPLACE A FAULTY BOILER SENSOR

McGEE ELEVATOR CAME IN TO CONDUCT AN INITIAL ASSESSMENT AND TO PERFORM SOME REPAIRS ON THE ELEVATOR.
WE WILL BE SCHEDULING AN ANNUAL LOAD TEST AS PER STATE REQUIREMENTS

11. POLICY DEVELOPMENT

EMERGENCY PLANNING PROCEDURE IN DEVELOPMENT WITH SUBSTANTIAL UPGRADES
REVIEW COPY OF FIXED ASSET CAPITALIZATION POLICY RECOMMENDED BY THE AUDITORS

12. UNFINISHED BUSINESS

SOLICIT BIDS FOR NEW HVAC REPLACEMENT FOR NY STATE CONSTRUCTION GRANT

13. NEW BUSINESS

SUMMER READING PROGRAM PLANNING AND SUPPORTING 4CLS MINI GRANT SUBMITTED
RECOMMENDATION / BOARD VOTE TO BAN A PATRON INVOLVED IN AN INCIDENT AT THE LIBRARY

14. FRIENDS OF THE LIBRARIES

1/10/24 MEETING AGENDA, 1/10/24 MINUTES, 2/7/24 AGENDA, ANNUAL REPORT

15. OTHER

DIRECTOR'S REPORT

16. ADJOURNMENT

NEXT MEETING:

- ❖ MARCH 12TH, 2024 AT 4:30 PM. LOCATION WILL BE AT SIDNEY SMART COMMUNITY ROOM.