

SIDNEY MEMORIAL PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

Tuesday, OCTOBER 8TH, 2024
4:30 P.M.
Sidney – Smart Community Room

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

AGENDA ITEMS

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENT FROM THE FLOOR**
- 3. DISCUSSION WITH DAN O'REILLY FROM PRINCIPLE DESIGN AND ENGINEERING REGARDING HVAC PROJECT IMPLEMENTATION**
- 4. REVIEW / APPROVE MINUTES OF SEPTEMBER 10TH MEETING**
- 5. CORRESPONDENCE**
 - INSERO & CO. COMMUNICATION LETTER
 - NEW YORK STATE RETIREMENT REPORT
 - NBT AGENCY WORKERS COMP RENEWAL
 - AWARD LETTER FROM ASSEMBLYMAN ANGELINO FOR THE NY STATE CONSTRUCTION GRANT TO REPLACE OUR FLAT ROOF / NOTICE FROM NEW YORK STATE EDUCATION DEPARTMENT/NEW YORK STATE LIBRARY FOR APPROVAL OF FLAT ROOF PROJECT
 - HVAC SUBSTANTIAL COMPLETION CHANGE ORDER
 - ELEVATOR CONSTRUCTION APPROVAL NOTICE 4CLS
- 6. FINANCIAL AND STATISTICAL REPORTS**
 - GIFTS
 - RECEIPTS
 - STANDARDS
 - DISBURSEMENTS
 - BOARD CLAIMS
 - ROLLOVER OF CD FROM 9/6/24 TO 12/6/24 AT 4.75% FOR \$104,407.04
 - ROLLOVER OF CD FROM 9/15/24 TO 12/15/24 AT 4.8% FOR \$100K
 - RECEIVED DISTRIBUTION OF FUNDS FROM FRANK METTRICK TRUST
 - BOARD DISCUSSION / VOTE RE: USE OF FUNDS
 - TEMPORARILY PLACED FUNDS IN NBT MONEY MARKET (SEE RATE COMPARISON IN DIRECTOR'S REPORT)
 - CASSANDRA SUBMITTED JOHN HENRY ELDRED, JR. GRANT FOR \$5K

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- UPGRADE TABLETS, OBTAIN DRAWING TABLETS AND NEW TECH STORAGE AS PART OF A PROJECT TO ENHANCE THE PUBLIC COMPUTING CENTER

7. PERSONNEL

- SUZANNE PATRICK, LIBRARY CLERK AT MASONVILLE, TENDERED HER RESIGNATION
 - WE WILL BE POSTING THIS POSITION SHORTLY

8. COLLECTION DEVELOPMENT

- ONGOING PURCHASING AND WEEDING AT SIDNEY

9. BUILDINGS AND GROUNDS

- HVAC INSTALLATION – NOVEMBER – BOARD VOTE ON CHANGE ORDER FOR CONTRACT EXTENSION OF DATE OF SUBSTANTIAL COMPLETION
 - ATTENDANCE BY DAN O'REILLY FROM PRINCIPLE DESIGN AND ENGINEERING
 - BOARD VOTE ON EXTENSION OF CONTRACT DATE OF SUBSTANTIAL COMPLETION
- DIVISION OF LIBRARY DEVELOPMENT APPROVED THE 2024 NYS CONSTRUCTION GRANT FOR FLAT ROOF REPLACEMENT
- RECEIVED APPROVAL FROM 4CLS FOR NY STATE CONSTRUCTION GRANT FOR ELEVATOR REPLACEMENT
- APPROVED THE HVAC MAINTENANCE CONTRACT FOR SIDNEY AND MASONVILLE
- RECOMMEND SHIFTING THE 10-2 MASONVILLE SHIFT TO MONDAY 1-5 – BOARD VOTE

10. PROGRAMMING

- COMPLETED DRAFT PROPOSAL FOR SCORE SMALL BUSINESS DEVELOPMENT QUARTERLY WORKSHOP SERIES

11. UNFINISHED BUSINESS

- COMPLETE HVAC REPLACEMENT

12. NEW BUSINESS

- FLAT ROOF PROJECT

13. FRIENDS OF THE LIBRARIES

- AGENDA FOR 10/2/24
- MINUTES FOR 9/4/24
- 2024 ANNUAL REPORT
- GRAND BOOKSALE

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14. OTHER

- DIRECTOR'S REPORT

15. ADJOURNMENT

NEXT MEETING:

- ❖ NOVEMBER 12TH, 2024 AT 4:30 PM. LOCATION WILL BE AT SIDNEY MEMORIAL PUBLIC LIBRARY SMART COMMUNITY ROOM.