

SIDNEY MEMORIAL PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

Tuesday, SEPTEMBER 10TH, 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. REVIEW / APPROVE MINUTES OF AUGUST 13TH MEETING

3. CORRESPONDENCE

- SEPTEMBER NEWSLETTER
- JOHN HENRY ELDRED, JR. FOUNDATION INVITATION TO APPLY FOR YOUTH SERVICES GRANT
- MASONVILLE CONNECTS FUNDRAISER EMAIL

4. PUBLIC COMMENT FROM THE FLOOR

5. FINANCIAL AND STATISTICAL REPORTS

- GIFTS
- RECEIPTS
- STANDARDS
- DISBURSEMENTS
- BOARD CLAIMS
- MASONVILLE FUNDRAISER FOR NON-PROFIT
- CORPORATE RESOLUTION FOR FRANK METTRICK TRUST / IRA DISBURSEMENT – BOARD REVIEW
- COUNTER PARTY DOCUMENT FOR BENEFICIARIES NAMED IN FRANK METTRICK TRUST
- VOTE ON EXTENSION FOR FILING OF THE 990
- COMMUNITY BANK \$100K CD ROLLOVER 8/15 EXECUTED, 9/15 VOTE ON ROLLOVER
- C & H COOLING AND HEATING MAINTENANCE CONTRACT REQUESTED BEFORE 9/10

6. PERSONNEL

7. COLLECTION DEVELOPMENT

- ONGOING PURCHASING AND WEEDING AT SIDNEY

8. BUILDINGS AND GROUNDS

- HVAC INSTALLATION – NOVEMBER – BOARD VOTE ON CHANGE ORDER FOR CONTRACT EXTENSION OF DATE OF SUBSTANTIAL COMPLETION
- AMENDING SCOPE OF WORK AMENDMENT FOR HVAC PROJECT
- OBTAINING QUOTES FOR SIDNEY HVAC (ADDITIONAL TO EXISTING PROJECT) – AWAITING RESPONSE FROM SEVERAL VENDORS
- SUBMISSION OF NY CONSTRUCTION GRANT TO REPLACE THE ELEVATOR IN PROCESS – OBTAINING CONTRACTOR QUOTE FOR ELEVATOR REPLACEMENT COSTS
- GILBERT PLUMBING AND HEATING COMPLETED UPGRADE AND REPAIR TO WATER HEATER AT MASONVILLE
- BOARD DECISION RE: WINE FOR UPCOMING ART RECEPTION

9. POLICY DEVELOPMENT

- VOTE ON APPROVAL OF GIFT AND DONATION POLICY
- VOTE ON APPROVAL OF TUTORING POLICY

10. UNFINISHED BUSINESS

- COMPLETE HVAC REPLACEMENT
- COMPLETE SECOND HVAC REPLACEMENT

11. NEW BUSINESS

- APPLICATION FOR JOHN HENRY ELDRED, JR. FOUNDATION FOR YOUTH SERVICES GRANT
- COMPLETED DOCUMENTATION FOR FRANK METTRICK TRUST DISBURSEMNT OF FUNDS

12. FRIENDS OF THE LIBRARIES

- FRIENDS OF THE LIBRARY MEETING AGENDA FOR 9/4/24

13. OTHER

- DIRECTOR'S REPORT

14. ADJOURNMENT

NEXT MEETING:

- ❖ OCTOBER 8TH, 2024 AT 4:30 PM. LOCATION WILL BE AT SIDNEY MEMORIAL PUBLIC LIBRARY SMART COMMUNITY ROOM.