

Wadsworth Library Board of Trustees Meeting Minutes
Thursday January 9, 2020

Board Present: Mike DaBramo, Carolyn Meisel, Marcia Podhorecki, Mark Sullivan,
Julie Brocklehurst-Woods , Geoff Clough
Absent: Tom Whitmore
Staff: Debby Emerson, Sarah Matthews

Called to order at 4:08 by President Mike DaBramo

Adoption of the Agenda: motion by Julie, second by Carolyn, passed

Calendar events is on schedule.

Approval of Consent Agenda to include:

Adopt the minutes of the regular meeting of December 12, 2019 and the Special Board Meeting on January 3, 2020.

Treasurer's report;

Children's Librarian report; and

Director's report

Moved by Marcia, second by Geoff, passed

Reports

Financial reports and approval of bills (warrants):

Approval of pre-audit payments from Dec 11 – January 3: Motion by Carolyn, second by Mark, passed

Approval of regular payments: motion by Carolyn, second by Julie, passed

Receive financial reports: motion by Marcia, second by Carolyn, passed

Friends of Wadsworth Library report

Julie attended the Jan 7 meeting. There is approximately \$11,000 remaining of the \$20,000 placed in their account for Capital Campaign fundraising. \$795 has been raised from GoFundMe, and 15 orders were taken for tee-shirts. Space for programs during construction was discussed; there are multiple rooms available at the Livingston County Government Center at no cost. FOWL will be highlighting the volunteers who clean books at their annual meeting in May.

Old business

1 Second floor expansion

a Update from BERO

Bidding information will be published soon in the Livingston County News. Staff and Board members will refer questions to Lindsay. Bids are due Feb 4, Feb 11 is an alternate deadline if needed.

b Early literacy center from Burgeon group. This product creates flexible play space with changeable modules.

Motion 28: Sarah Matthews is authorized to contract with Burgeon Group to begin work on an early literacy installation that will be part of the Building Up for the Future project. The cost of the installation will not exceed \$40,000. Moved by Carolyn, second by Geoff, passed.

c Fundraising

The background color for our fundraising thermometer was discussed, with brick red the preference of the Board. Colored strips will be inserted to reflect increasing donations. We have raised approximately \$185,000 so far, with \$127,000 at RACF, and \$58,000 in the library account.

Geoff has been working on ideas to sell unwanted items to raise funds. Second Time Around is interested in the wall cases in our meeting room. Julie will speak with Tom Maimone to obtain an estimate of their market value. A salvage business may want some items in our storage room.

d Financial: RACF and other

We reviewed the donations chart, and Debby made adjustments so it would be easier to read donation amounts.

Sarah reported that the process for a grant from Corning Inc. opens in February. It sounds promising, could be for \$100,000 or more. A library patron made us aware of this, and will guide us through the process. A decision will be made in 60-90 days.

e York residents and library use: on hold

Building maintenance and facility improvements

a Light bulb replacement went well, with prisoners returning to place boxes of books near the proper shelves. The lights are quite bright.

b HVAC: the heat went off twice, Turnbull completed repairs. The A/C would not turn off, was not working properly last summer. Turnbull will provide price for replacing the motherboard.

New Business

Motion 29 to appoint Linda Schornstein to the position of library clerk, based on the Civil Service Certification of Eligibles dated December 30, 2019. The rate of pay shall be \$12.35 per hour. Moved by Carolyn, second by Mark, passed.

Motion 30 to appoint Meredith Drake to the position of substitute library clerk, based on the Civil Service Certification of Eligibles dated December 30, 2019. The rate of pay shall be \$12.35 per hour. Moved by Carolyn, second by Mark, passed.

2020-21 budget

Construction expenses are included in a separate budget, to avoid confusion when tracking annual budgets.

Motion 31 by Carolyn to obtain audit services at maximum cost of \$7000. Second by Mark, passed.

Motion 32 by Carolyn to approve 2020-2021 budget as presented by Finance Committee, second by Mark, passed.

Next meeting is Feb 13, 2020 at 4:00 p.m.

Adjourn at 6:03, motion by Carolyn , second by Julie.

Submitted by Julie Brocklehurst-Woods
Secretary for the Board of Trustees