

MINUTES

Wadsworth Library Board of Trustees Meeting

Thursday, 10/12/ 2023 4:00 pm

Attendance: Mark Sullivan, Anna Grace, Julie Brocklehurst-Woods, Carol Robinson, Marilyn Curley, Mike Rozalski

Staff: Erin Robinson, Library Director; Sarah Matthews, Children's Librarian;
Marcia Koch, Treasurer

Absent: Rachel Bailey-Jones

Called to order at 4:06

Adoption of the Agenda

moved by Mark second Carol carried

Adding Trustee workshop to New Business

Calendar - GCS has been contacted to request funds

Approval of Consent Agenda to include:

Adopt the minutes of the regular meeting on September 13, 2023;

Children's Librarian report;

Meeting report ;

Volunteer report;

Adult programming reports

and Directors report

Comments - nothing of note. Spreadsheets and bullets are easy to read

moved by Mark second Mike carried

Reports

1. Financial reports and approval of bills - Marcia K-still working on some things. She has no concerns but asked for questions. A question was raised about a \$500. Expense. It was explained that this was towards the Story cube - we get the bill but the amount is split between the library and others. The money contributed towards that at first mistakenly went towards the endowment this year but then was transferred to the appropriate account.

2. Approval of pre-audit payments from September 18-October 10, 2023

moved by Marilyn second Mark carried

3. Approval of pending payments -October 13, 2023

moved by Mark second Anna carried

4. Acceptance of Endowment reports

5. Motion to move \$500 from endowment to pay for the Story cube

moved by Carol Second. Mike Carried

5. Acceptance of financial reports

moved by Anna second Carol carried

6. Friends of Wadsworth Library report and designation of board member to attend next meeting.

Mike attended the last meeting and offered to attend the next.

Haunted halloween event -students from the college are helping with set up, management and clean up. Plans are progressing well. Mike and Colleen both recruited students for this.

An Updated number was provided for donations

Old Business

1. Facilities updates
 - a. Boiler - is fixed!
 - b. Service contract - MJ Mechanical Services is offering to come out 4x/ year. We'd like to contract with them.

Motion to approve MJ - Anna, Seconded by Mark Passed

 - c. Main floor bathroom-We're working on it.
 - d. Meeting room. AC - Erin will talk to MJ Mechanical and then a plan will be developed and that plan brought to the Board for approval.
 2. Grove Trail project-Julie is still working on it. Still waiting to hear back from Perry Ground on his possible help with the text for the trail signs. She will reach out to him again. We're looking for an estimate for the trail that would be less intrusive to the oak tree roots. We're waiting for an estimate.
 3. 53 Second Street - Julie will meet again with Holley Harvey and the church sometime after October 23rd to discuss the possible purchase of the house.

New Business

1. Unattended Minors policy-Ron looked it over, making some edits.

Motion to approve: Mike Second: Carol Passed
2. Trustee Workshop and OWWL Annual Meeting-OWWL has a Board of Trustees, made up of a representative from each county. Tom Whitmore was elected to serve as a Trustee, representing Livingston County for 3 years. The workshop was interesting. OWWL is able to use "Ask the Lawyer". She talked about legal issues that arise and the Boards should be aware of (ex: written transition procedure from previous to new director). Anna will send out a summary of this dialogue. Julie became aware that we need to take another look at the Open Meetings Law. Anna mentioned reviewing policy and updating each more frequently was also discussed with this lawyer.

This was Mark's last meeting. He's been on the Board for 9 years, serving as Board president most recently. Thank you for your service! Mark. We've been honored having you on the Board for this long. You'll be missed.

Next Meeting is November 9, 2023 at 4:00 pm

Adjourned at 4:58

Moved by Mark Second Mike Carried