

MINUTES- DRAFT  
Wadsworth Library Board of Trustees Meeting  
Thursday, August 10, 2023  
4:00 pm

Trustees in attendance: Marilyn Curley, Mark Sullivan, Anna Grace, Rachel Bailey Jones, Julie Brocklehurst-Woods, Carol Robinson, Michael Rozalski  
Staff in attendance: Sarah Matthews, Children's Librarian, Marcia Koch, Treasurer  
Guest: Colleen Powers, Friends representative  
Absent: Erin Robinson, Library Director

Call to order, 4:01p

Adoption of the Agenda

- Moved Anna, Seconded Mike
- Passed

Calendar

- RACF postponed until September meeting
- Long range plan- reviewed, Anna updated Board on progress, ahead of time
  - Sarah will check in with Erin on Library staff progress on the plan

Approval of Consent Agenda to include: Adopt the minutes of the regular meeting on July 13th, 2023; Children's Librarian report; and Director's report (VOTE)

Motion, Mike R., Second Anna

Passed

Reports

1. Financial reports and approval of bills - Marcia K
  - New budget #s tweaked a bit, moved around
  - Checking account now earning interest
2. Approval of pre-audit payments (VOTE)
  - Motion Mark, Second Marilyn
  - Passed
3. Approval of pending payments (warrants) (VOTE)
  - Motion Mark, Second Rachel
  - Passed
4. Acceptance of Endowment reports (VOTE)
  - Will now be standing item on monthly agenda
  - We could merge two accounts, children's fund no longer needs to be separate
  - Discuss accounts with Mary in September meeting
  - Motion Mark, Second Carol
  - Passed
5. Acceptance of financial reports (VOTE)

- Motion Mark, Second Marilyn
  - Passed
6. Friends of Wadsworth Library report and designation of board member to attend next meeting, Mike & Carol attended
- \$14,595.56 Checkings, \$2,027 Savings, \$6,000 CD
  - Starting writer's group
  - Haunted Library, donations taken at the door, includes face painting, DJ, etc. Looking for volunteers
  - Next meeting 9/5/23 at 5:30p, Marilyn will attend

#### Old business

##### 1. Facilities updates

- Boiler Estimate- removed pump (1991), fell apart
  - New circulator needed, \$6,088.08 estimate
  - Over \$2,500 need two estimates (Triple-O mechanical)
  - 3 week process after approval
  - Motion Mark, Second Rachel
- Main floor toilet overflowed again today
  - Opened back up due to public comment
  - Ongoing concern- need
  - Call Plumber to investigate

##### 2. 53 Second Street - Julie

- Purchase offer drafted
- Waiting for NYS Supreme Court to approve sale of church property
- Preliminary meeting- Mike & RGE
- SHPO (State Historic Preservation Office)- if going to use state funds, need approval
- Ron recommends getting engineer report on historical significance and salvageability of house
- Motion for Julie to get an engineer report on 53 Second St.
- Motion Mark, Second Mike
- Passed

##### 3. Grove Trail project (next steps)

- Do we have a clear decision on length of trail- 1/3 mile? Longer?
- Side below driveway, heavily rooted, necessitate tree removal
- Remove 6" of soil
- 36" compliant for one way ADA
- Gravel trail- raised trail may result in less tree root damage
- NY Forward Grant, may hear about results in January
- Mark will put RFPs in Google Drive

##### 4. Committee Assignments

- Finance, Operations, Facilities
  - Operations: Anna, Rachel
  - Facilities: Mike, Marilyn
  - Finance: Carol, Mark

## 5. Conflict of Interest Policy

- Signed by all trustees and collected by Sarah

## New Business

1. Long Range Plan Review- moved to Calendar
2. Exhaust Fan in Children's Floor Bathroom- moves air in the wrong direction
  - Still covered under warranty?
  - Could be wiring or switch that would be easy fix- Mark will take a look

Next meeting is September 14th , 2023 at 4:00 pm

Adjourn 5:28p

Motion Mark, Anna Seconded, passed