

MINUTES-Draft  
Wadsworth Library Board of Trustees Meeting  
Thursday, September 14, 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, Erin Robinson,  
Library Director

Guest: Colleen Powers, Friends representative  
Absent: Marcia Koch, Treasurer, Rachel Bailey Jones

Call to order, 4:00pm

Zoom with Mary Harstein of the Rochester Area Community Foundation

Yearly update of investment of our funds. We have two funds with this group. New grant opportunity available. We are applying for this grant for help with our Grove Trail

Organization Endowment Funds Program is the program we are a part of. The Investment Committee annual meeting is in November. Our Investment return is better this year than last.

Julie asked if the Childrens' Library Fund could be combined with the other endowment fund. It can't, but, regardless, it wouldn't make a difference for growth. We could also think about a stream of funds being taken out of that fund with Board approval for routinely enhancing the Childrens' room.

Adoption of the Agenda

- Motion to accept-Anna, Mark Seconded
- Passed

Calendar

Approval of Consent Agenda to include: bullet aid request from State representatives. Erin will look into that. Board meeting October 12th. Erin will write GCS with request for funds.

Adopt the minutes of the regular meeting on , August 10th, 2023; Children's Librarian report; and Director's report (VOTE)

A mental health incident occurred and was handled very well by the staff

Motion to accept-Carol, Mark Second

Passed

Reports

1. Financial reports and approval of bills - Marcia K sent financial reports Nothing stood out. She included endowment info

2. Approval of pre-audit payments (VOTE) From August 31st to September 11th

- Anna Moved , Mark Second
  - Passed
3. Approval of pending payments (warrants) (VOTE) September 15th
- Marilyn Moved , Mike Second
  - Passed
4. Acceptance of Endowment reports (VOTE)
- Carol Moved , Anna Second
  - Passed
5. Acceptance of financial reports (VOTE)
- Marilyn Moved , Carol Second
  - Passed
6. Friends of Wadsworth Library report and designation of board member to attend next meeting,  
Colleen is working on getting volunteers. 15 people signed up and she will review expectations/requirements Marilyn attended last meeting
- \$14,595.56 Checking, \$2,027.28 Savings, \$6,079.17 CD They're waiting for the wish list to move funds from CD to Savings
  - Reminder being sent to Friends members not yet responding to membership drive
  - Haunted Library from 7-9 on October 20th (Friday) Library will close at 4 for set up Free for all but accepting donations- face painting, games, crafts in the basement. DJ, Tarot cards, fog maker on first floor. Already have the DJ, face painter and some decorations. Looking for volunteers to dress up and tear down
  - Will have a bag sale on December 2nd
  - Programs funded by Friends need to be advertised as "Friends funded"
  - Jeff Clough will come back to do a Christmas program (Annual Winter Holiday Program)
  - Next meeting: Tuesday, October 3, 2023 at 5:30p, Mike will attend

#### Old business

##### 1. Facilities updates

- Boiler Estimate - 2 estimates compared The Board decided to go with MJ Mechanical Services
- Service Contract- Had a contract with Turnbull until 2020 They're not interested in a current contract but would come out if called. MJ Mechanical ( a local company) gave an amount for a service contract, billed quarterly. We will look for another quote.
- Exhaust Fan is fixed! We may want to track money needed for this to allow us to take funds from the Childrens' Endowment Fund.
- Main Floor bathroom- Sewer trap may be the problem. Couldn't see with the camera so digging up may be needed. Other plumbers will be contacted
- Meeting Room AC not working. Will figure this out once we have the service contract
- The TV behind the circulation desk works!

Grove Trail project - Julie met with Perry Grove, (Native American-part of the Onondagua Nation) previous Chairman of the Board at Gonandagan. He is moving in May but is willing to help. He would need to be paid. We need help with identifying the themes, etc. and he's given that and offered to review the plaques.

As for the trail itself, we will look into a raised trail, perhaps with manufactured material (composit, polywood ), although costs may be prohibitive.

53 Second Street - Julie - Not moving forward at this point. Julie will speak with a property management person to see what he views as possible costs needed in renovating the house to make it habitable

Friends MOU - This will be taken to the Friends Board by Colleen to specify the timeline for annual meeting between the two Boards. The MOU was signed

#### New Business

- Computer Updates-Windows 10 will be gone so any computers older than 5 years will not be supported. Windows 11 is coming out. We need to replace computers. PLS will not service any computers older than 5 years. We will replace the (4) 8 year olds and the 6 year olds. 46% will be reimbursed by OWWL. We should be replacing the oldest computers each year.
- NY Forward is offering to help with 50% of the cost if we're selected.

Next meeting is October 12 , 2023 at 4:00 pm

Adjourned 5:47 pm

Mark Motion, Anna Seconded, passed