

_____YES

_____NO

_____ Abstaining

A. Audit and Approval of Bills, Payrolls and Compensated Time Off

MOTION TO APPROVE: RESOLUTION 2024-160

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on December 20, 2024

___C.Atwater___ offered the following motion and seconded by: _A. Prater___

“Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2024 Abstract (12A) Prior to Payment
Totaling:\$14,503.08

- 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (12) (2024)
Totaling:\$22,559.55

Transfer of \$25,000 from CNB Operating to the Chase Operating Account. Transfer of \$10,000 on January 15, 2024 for Chase Voucher account Abstract#1. Transfer of \$26,000 from the Chase Operating Account to the Payroll account to cover payroll and benefit expenditures for Payrolls #1 (2025 deposited on 12/31/24 due to New Year’s Day Holiday) and Payroll #2 (2025).

- a. Chase Bank and Canandaigua National Bank Statements for November 2024.
- b. Payroll Change reports payroll 25 and Payroll 26 (2024)
- c. Journal Change Entry report for November 21, 2024-December 20, 2024
- d. November Collateralization Statement for Canandaigua National Bank and Trust
- e. Jumbo Municipal Certificate of Deposit Statements”

_____YES

_____NO

_____ Abstaining

MOTION TO APPROVE: RESOLUTION 2024-166

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on December, 2024 ___C.

Atwater_____ offered the following motion and seconded by:

___A. Prater_____

“Motion to approve the attached proposed addition to the Williamson Public Library Bylaws regarding Indemnification of Trustees, Employees and Volunteers as attached. The Williamson Public Library Bylaws instruct the proposed change as attached must be submitted in writing at a prior regular or special meeting. This meeting December 20, 2024 shall serve as the meeting for the proposed change and the addition if approved at the January 16, 2025 Board of Trustees meeting will become part of the Bylaws as Article X.

___4___ YES ___0___ NO _____ Abstaining

c. Board Workplace Harassment Training

MOTION TO APPROVE: RESOLUTION 2024-167

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on December, 2024 ___A.

Prater_____ offered the following motion and seconded by: ___C.

Atwater_____

“Motion to approve the following Board members present have successfully completed interactive NYS Sexual Harassment Prevention training: Caleb Atwater, Michael Collins, Nancy Orbaker, and Amy Prater and submitted the required assessment forms. Trustee Kay Gray has fulfilled the requirement via viewing remotely outside of the Board meeting and will submit a signed and completed Assessment form to the Board.”

___4___ YES ___0___ NO _____ Abstaining

D.2025 Budget

MOTION TO APPROVE: RESOLUTION 2024-168

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on December, 2024 ___C. Atwater_____ offered the following motion and seconded by: ___N. Orbaker_____

“Motion to approve the attached finalized 2025 Budget”

__4__ YES __0__ NO _____ Abstaining

6. ADJOURNMENT

MOTION TO APPROVE:

Adjournment

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on December 20, 2024 at ___C. Atwater_____ offered the following motion and seconded by: ___A. Prater_____

__4__ YES __NO _____ Abstaining