

# Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, October 20, 2022

5:40 PM

Present: M. Collins, President, N. Orbaker, Vice President K. Gray, Trustee, C. Atwater, Trustee, Director: K. Iraci, J. Corteville, Treasurer

Absent/Excused: A. Prater (arrived @5:50pm)

1. Call to order at: 5:40 pm
2. Public Participation: none
3. Consent agenda-

## Approval of Minutes from Previous Meeting

### MOTION TO APPROVE: RESOLUTION 2022-113

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_\_\_ Caleb Atwater \_\_\_\_\_ offered the following motion and seconded by: \_\_Kay\_\_ Gray \_\_\_\_\_

**“Motion to approve the Minutes from the September 15, 2022 Board of Trustees Meeting.”**

\_\_\_ 4 \_\_\_ YES

\_\_\_ 0 \_\_\_ NO

\_\_\_ Abstaining

## B. Audit and Approval of the bills, payrolls and compensated time off

### MOTION TO APPROVE: RESOLUTION 2022-114

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_\_\_ Caleb Atwater \_\_\_\_\_ offered the following motion and seconded by: \_\_Kay Gray \_\_\_\_\_









\_\_\_\_\_YES

\_\_\_\_\_NO

\_\_\_\_\_ Abstaining

g. Williamson Recreation Check

**MOTION TO APPROVE: RESOLUTION 2022-124**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_Caleb Atwater\_\_\_\_\_ offered the following motion and seconded by: \_\_Amy Prater\_\_\_\_\_

“Motion to approve voiding of check 1460 payable to the Williamson Recreation Committee on 5/19/2022 for \$100.00 in the library’s Quickbooks accounting software as it is past 120 days. The Williamson Recreation Center has notified the Library it lost the check. The check has now exceeded the cashable window. The Board has opted to not reissue the check. The Williamson Recreation Center has waived its \$100 fee to the Library for a promotional banner at the Town Park for 2022.”

\_\_\_5\_\_\_ YES

\_\_\_0\_\_\_ NO

\_\_\_\_\_ Abstaining

h. RRLC Grant

**MOTION TO APPROVE: RESOLUTION 2022-125**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_Kay Gray\_\_\_\_\_ offered the following motion and seconded by: \_\_Nancy Orbaker\_\_\_\_\_

“Motion to approve the receipt of an RRLC Grant for a 2023 Masters in Library Science Intern. RRLC will facilitate advertising and provide \$2400 in support of a paid intern enrolled in an accredited MLS Degree program and interning for course credit. The duration of the internship will be 8-10 weeks starting the week of May 30, 2023 and ending on August 5, 2023.”

\_\_\_5\_\_\_ YES

\_\_\_0\_\_\_ NO

\_\_\_\_\_ Abstaining

i. Friends Fall Book Sale

**New Business**

**a. EAP Program**

**MOTION TO APPROVE: RESOLUTION 2022-126**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New



2022 \_\_\_Amy Prater\_\_\_\_\_ offered the following motion and seconded by: \_\_\_Nancy Orbaker\_\_\_\_\_

**“Motion to approve painting of the Director and Youth Services office space not to exceed \$1,000 following the color palette established by the Board in conjunction with recommendations from Passero Associates of Sherwin Williams Foggy Day and Repose Gray.”**

\_\_\_5\_\_\_ YES                      \_\_\_0\_\_\_ NO                      \_\_\_\_\_ Abstaining

**e. Beverage Sales**

**f. Credit Cards**

**MOTION TO APPROVE: RESOLUTION 2022-131**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 Caleb Atwater offered the following motion and seconded by: Amy Prater

**“Motion to cancel the Williamson Public Library credit card issued to Michelle Byrne and to close out all Library account access as of her last day of employment with the Williamson Public Library.”**

\_\_\_5\_\_\_ YES                      \_\_\_0\_\_\_ NO                      \_\_\_\_\_ Abstaining

**MOTION TO APPROVE: RESOLUTION 2022-132**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_Caleb Atwater\_\_\_\_\_ offered the following motion and seconded by: \_\_\_Kay Gray\_\_\_\_\_

**“Motion to approve issuing a credit card to the Kate Karnisky with a limit of \$2,500.00 to be used solely for library purchases and in accordance with the Library’s credit card use policy.”**

\_\_\_5\_\_\_ YES                      \_\_\_0\_\_\_ NO                      \_\_\_\_\_ Abstaining



- g. Trustee Training Requirement
- h. System Annual Meeting Registration 11/9/2022
- i. Aggregate Computer Purchasing

**MOTION TO APPROVE: RESOLUTION 2022-133**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_\_\_Amy Prater\_\_\_\_\_ offered the following motion and seconded by: \_\_\_\_\_Michael Collins\_\_\_\_\_

**“Motion to approve 2022 replacement of Circulation Computer Staff 121, Circulation Computer Staff 120 and Circulation Staff 119 and Public Access WIL PUB 122 and WIL Pub 128 as per purchasing schedule. PLS estimates via aggregate purchasing the cost will be \$2,662.50”**

  5   YES      0   NO           Abstaining

- j. Door Counter

**MOTION TO APPROVE: RESOLUTION 2022-134**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 \_\_\_\_\_Caleb Atwater\_\_\_\_\_ offered the following motion and seconded by: \_\_\_Nancy Orbaker\_\_\_\_\_

**“Motion to approve replacement of the Williamson Public Library people counter with an estimate of \$500. The Library’s current counter has stopped working and is not repairable.”**

  5   YES      0   NO           Abstaining

- k. Library Replacement Card Fee

**MOTION TO APPROVE: RESOLUTION 2022-135**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on October 20, 2022 Nancy Orbaker offered the following motion and seconded by: Caleb Atwater

**“Motion to approve waiving of the \$1.00 Library Card replacement fee as a one-time courtesy to patrons once within a three year cycle.”**

5   YES

  0   NO

       Abstaining

## 6. 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 October 20, 2022   Caleb Atwater   offered the following motion and seconded by   Kay Gray  

**“Motion to adjourn the meeting at 7:27 pm.”**

  5   YES

  0   NO

       Abstaining