

Williamson Public Library



6380 Route 21, Suite 1
Williamson, NY 14589
LIBRARY BOARD OF TRUSTEES MEETING
Thursday, August 21, 2025
4:30 PM

Board Present: M. Collins, President, A. Prater, Secretary, K. Gray, Trustee, D. Luke, Trustee

Library Staff Present: *(Non-voting)* Director: K. Iraci, Treasurer: J. Corteville

Absent/Excused: N. Orbaker, Vice President

1. Call to order at: 4:34 pm

b. Public Participation: none

2. CONSENT AGENDA

A.MOTION TO APPROVE: RESOLUTION 2025-92

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____D.

Luke_____ offered the following motion and seconded by: ____K.

Gray_____

“Motion to approve the Minutes of the July 17, 2025 Board of Trustees Meeting.”

__3__ YES

____0__ NO

__1__ Abstaining

B.MOTION TO APPROVE: RESOLUTION 2025-93

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____A.
Prater_____ offered the following motion and seconded by: ____D.
Luke_____

““Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2025 Abstract (8) Prior to Payment
Totaling: \$11,507.17
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (8) (2025)
Totaling: \$23,332.81

Transfer of \$25,000 from CNB Operating to the Chase Operating Account. Transfer of \$25,000 from Chase Operating to the Payroll account to cover payroll and benefit expenditures for Payrolls #18 (2025) and Payroll #19 (2025) and transfer of an additional \$ from the Operating account to the Voucher account for Abstract (2025). Transfer of \$10,000 to Voucher for Abstract 9 (2025)

- a. Chase Bank and Canandaigua National Bank Statements for July 2025.
- b. Payroll Change reports payroll 16 (2025) and Payroll 17 (2025)
- c. Journal Change Entry report for July 17, 2025-August 21, 2025
- d. July Collateralization Statement for Canandaigua National Bank and Trust

__4__ YES __0__ NO _____ Abstaining

REPORTS TO THE BOARD

A. Treasurer's Report

MOTION TO APPROVE: RESOLUTION 2025-94

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____M.
Collins_____ offered the following motion and seconded by: _____K.
Gray_____

““Motion to approve the August 2025 Treasurer’s Report.”

 4 YES

 0 NO

 Abstaining

B. Director’s Report

MOTION TO APPROVE: RESOLUTION 2025-95

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 K .

Gray offered the following motion and seconded by: A.

Prater

““Motion to approve the August 2025 Director’s Report.”

 4 YES

 0 NO

 Abstaining

4. OLD BUSINESS

A. Safety and Security Project/Change Orders

MOTION TO APPROVE: RESOLUTION 2025-96

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 A.

Prater offered the following motion and seconded by: D.

Luke

“Motion to approve the attached change orders for the Safety and Security Project. The changes are due to locksets and panic bars requiring replacements in order to secure doors (\$5,700.00) and glass reinforcement (\$6,240.00) including interior frame and jam work in the Director and Youth Services offices for increased stability and security of these large interior windows.”

__4__ YES

__0__ NO

_____ Abstaining

B. Board By-Laws

MOTION TO APPROVE: RESOLUTION 2025-97

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____M.

Collins_____ offered the following motion and seconded by: __D.

Luke_____

“Motion to approve in Article II: Board of Trustees By-laws for the Williamson Public Library the following highlighted in yellow to be added to Article II line 2:

2. Vacancies on the Williamson Public Library Board shall be filled by submission of a candidate recommended by the majority of the Williamson Public Library Board to the Town Board for appointment.

Trustees shall be appointed by the Williamson Town Board for five-year terms.”

__4__ YES

__0__ NO

_____ Abstaining

C. NYS Construction Grant Revised Assurances Form

MOTION TO APPROVE: RESOLUTION 2025-98

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 _____K.

Gray_____ offered the following motion and seconded by: _____D.

Luke_____

(1) 32 Channel NVR with 8 TB of memory
(1) 24 Port PoE Switch
(3) 5.0 Megapixel Cameras

All Wiring and Labor

4 YES 0 NO _____ Abstaining

5. NEW BUSINESS

MOTION TO APPROVE: RESOLUTION 2025-99

Luke _____ offered the following motion and seconded by: ____A.
Prater _____

4	YES	0	NO	Abstaining
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B. Newsletter

C. Library of the Year Luncheon

MOTION TO APPROVE: RESOLUTION 2025-100

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____A.

Prater_____ offered the following motion and seconded by: ____D.

Luke_____

“Motion to approve closing the Williamson Public Library on the day of the RRLC Annual Meeting and Luncheon so that staff may attend for the awarding of Williamson Public Library as 2025 RRLC Public Library of the Year.”

____4____YES

____0____NO

_____Abstaining

D. Copier Leases

E. OWWL Electronic Recycling

MOTION TO APPROVE: RESOLUTION 2025-101

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____D.

Luke_____ offered the following motion and seconded by: ____K.

Gray_____

“Motion to approve the following obsolete equipment to be turned over to OWWL Library System for Electronic Equipment Recycling as attached. The company shreds all hard drives and data. Staff machines are wiped.”

____4____YES

____0____NO

_____Abstaining

6. ADJOURNMENT

MOTION TO APPROVE: Adjournment at :5:45 PM

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on August 21, 2025 ____K.
Gray_____ offered the following motion and seconded by: ____A.
Prater_____

__4_YES

_0_NO

____ Abstaining