

Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, October 16, 2025

4:30 PM

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

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

Absent/Excused:

1. Call to order at: 4:26 pm

b. Public Participation: none

2. CONSENT AGENDA

A.MOTION TO APPROVE: RESOLUTION 2025-115

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 16, 2025

_____DLuke_____ offered the following motion and seconded by:

_____KGray_____

“Motion to approve the Minutes of the September 18, 2025 Board of Trustees Meeting.”

___3___ YES

_____ NO

___1___ Abstaining

B.MOTION TO APPROVE: RESOLUTION 2025-116

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 16, 2025

_____APrater_____ offered the following motion and seconded by:
_____DLuke_____

""Motion to certify the Board auditing and approval of

1) Payment of Bills and Check Signing for 2025 Abstract (10) Prior to Payment
Totaling: \$9,746.44

2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee
Benefits and compensated time off for Abstract (10) (2025)
Totaling: \$23,162.55

Transfer of \$45,000 from CNB Operating to the Chase Operating Account. Transfer of \$37,500 from Chase Operating to the Payroll account to cover payroll and benefit expenditures for Payrolls #22 (2025). Payroll #23 and Payroll #24 (2025) and transfer of an additional \$8000 from the Operating account to the Voucher account for Abstract 11 (2025) and December payment of the NYS Retirement from the CNB Operating account.

- a. Chase Bank and Canandaigua National Bank Statements for September 2025.
- b. Payroll Change reports payroll 20 (2025) and Payroll 21 (2025)
- c. Journal Change Entry report for September 18, 2025 – October 16, 2025
- d. September 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 2025-117

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 16, 2025

_____APrater_____ offered the following motion and seconded by:
_____KGray_____

““Motion to approve the September-October 2025 Treasurer’s Report.”

___4___YES ___0___NO _____Abstaining

b. Director’s Report

A. MOTION TO APPROVE: RESOLUTION 2025-118

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 16, 2025

_____KGray_____ offered the following motion and seconded by:
_____DLuke_____

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

___4___YES _____NO _____Abstaining

4. OLD BUSINESS

A. 2026 Pay Rates

MOTION TO APPROVE: RESOLUTION 2025-119

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 16, 2025

_____KGray_____ offered the following motion and seconded by:
_____APrater_____

““Motion to approve the attached pay rates in column A for 2026.”

___4___YES ___0___NO _____Abstaining

B.2026 Health and Dental Plan

MOTION TO APPROVE: RESOLUTION 2025-120

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 16, 2025

_____ MCollins _____ offered the following motion and seconded by:
_____ DLuke _____

““Motion to approve the following health plan _Bronze-4_____ and _____ DBOE-426 _____ dental plan as the 2026 offerings for the Williamson Public Library.”

___ 4 ___ YES ___ 0 ___ NO _____ Abstaining

C. 2026 Benefits and Stipends

MOTION TO APPROVE: RESOLUTION 2025-121

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 16, 2025

_____ MCollins _____ offered the following motion and seconded by:
_____ APrater _____

““Motion to approve the following _____ \$8,000 _____ the base benefit stipend for employees working 37.5 hours and prorated for eligible employees working under 37.5 hours, executive director \$10,500. This stipend may be used for health insurance or if the employee has health insurance coverage it can be applied towards dental and/or the Library’s Deferred Compensation 457 (b) plan.”

___ 4 ___ YES ___ 0 ___ NO _____ Abstaining

D. CD Renewals

MOTION TO APPROVE: RESOLUTION 2025-122

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 16, 2025

___ KGray _____ offered the following motion and seconded by:
_____ DLuke _____

““Motion to note JUMBO CD renewals 3.72% maturing in April 2026 and \$12,500 moved to capital account for construction project.”

____4__YES

____0__NO

____ Abstaining

**E. NYS Construction Grant 0386-24-0638/Closeout
MOTION TO APPROVE: RESOLUTION 2025-123**

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 16, 2025

___DLuke_____ offered the following motion and seconded by:

___APrater_____

““Motion to approve the assurance and closeout of Construction project 0386-24-0638.”

____4__YES

____0__NO

____ Abstaining

5. NEW BUSINESS

A. Affirming the Nonpartisan Use of Library Facilities

MOTION TO APPROVE: RESOLUTION 2025-124

“**Motion to approve** 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 16, 2025

___MCollins_____ offered the following motion and seconded by:

___APrater_____

WHEREAS, the Williamson Public Library provides meeting room facilities to nonprofit organizations in accordance with its Meeting Room Use Policy; and

WHEREAS, the Library, as a publicly funded institution, is required to remain strictly nonpartisan and cannot permit its facilities to be used for political campaigning or electioneering; and

WHEREAS, the Board of Trustees has received notice of a recent incident in which a political candidate was invited to speak at a meeting of the Friends of the Williamson Public Library, which was inconsistent with Library policy; and

WHEREAS, the Board wishes to ensure public confidence in the Library's neutrality, protect the Library's legal and ethical standing, and provide clear guidance to affiliated organizations;

NOW, THEREFORE, BE IT RESOLVED that the Williamson Public Library Board of Trustees affirms that the Library does not endorse or permit political campaigning or electioneering in Library facilities, regardless of the sponsoring group or organization; and

BE IT FURTHER RESOLVED that all organizations, including affiliate groups such as the Friends of the Williamson Public Library, must complete and maintain Meeting Room Booking Slips on file for all meetings and events conducted in Library space; and

BE IT FURTHER RESOLVED that the Board will communicate this policy clarification to the Friends and to ensure consistent implementation going forward.”

____4__ YES

____0__ NO

_____ Abstaining

B. Board Certifications and Assurances for Training

MOTION TO APPROVE: RESOLUTION 2025-125

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 16, 2025

_____KGray_____ offered the following motion and seconded by:

_____APrater_____

“Motion to certify the following Williamson Public Library Trustees have the following training hours for 2025:

Board President: Michael Collins (Hours) : ____2____

Board Vice President Amy Prater (Hours) : ____2____

Diane Luke, Secretary (Hours) : ____2____

Kathryn Gray, Trustee (Hours) : ____2____

And have included an overview of the training as attached per NYS minimum standards.”

__4__ YES

__0__ NO

_____ Abstaining

C. November Meeting

6. ADJOURNMENT

MOTION TO APPROVE: Adjournment at 5:30 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 October 16, 2025

__KGray_____ offered the following motion and seconded by:

_____APrater_____

__4__ YES

0__ NO

_____ Abstaining