

# Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, November 20, 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: 4:35 pm**

**b. Public Participation: none**

## **2. CONSENT AGENDA**

### **A.MOTION TO APPROVE: RESOLUTION 2025-126**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Amy Prater offered the following motion and seconded by: Kay Gray

**“Motion to approve the Minutes of the October 16, 2025 Board of Trustees Meeting as corrected.”**

  4   YES

           NO

       Abstaining

### **B.MOTION TO APPROVE: RESOLUTION 2025-127**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Amy Prater offered the following motion and seconded by: Diane Luke

““Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2025 Abstract (11) Prior to Payment  
Totaling: \$49,652.88
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (11) (2025)  
Totaling: \$34,813.83

**Transfer of \$30,000 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 #25 (2025) and Payroll #26 (2025) transfer of an additional \$8000 from the Operating account to the Voucher account for Abstract 12 (2025).**

- a. Chase Bank and Canandaigua National Bank Statements for October 2025.
- b. Payroll Change reports payroll 22 (2025), Payroll 23 (2025), and Payroll 25 (2025)
- c. Journal Change Entry report for October 16, 2025 – November 20, 2025
- d. October Collateralization Statement for Canandaigua National Bank and Trust

\_\_\_4\_\_\_ YES

\_\_\_\_\_ NO

\_\_\_\_\_ Abstaining

## REPORTS TO THE BOARD

### A. Treasurer's Report

**MOTION TO APPROVE: RESOLUTION 2025-128**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Amy Prater offered the following motion and seconded by: Kay Gray

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

  4   YES                             NO                             Abstaining

**b. Director’s Report**

**A. MOTION TO APPROVE: RESOLUTION 2025-129**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Kay Gray offered the following motion and seconded by: Diane Luke

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

  4   YES                             NO                             Abstaining

**4. OLD BUSINESS**

**A. 2026 Health and Dental**

**MOTION TO APPROVE: RESOLUTION 2025-130**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Amy Prater offered the following motion and seconded by: Kay Gray

**“Motion to approve the enrollment of two employees in Williamson Public Library dental plan and one employee in the library offered health plan for December 1, 2025-November 30, 2026. Due to the calendar year modification for enrollment any employee payments will be divided by 24 payrolls starting with Payroll 1 (2026) and ending on Payroll 24 (2026).”**

\_\_\_4\_\_\_ YES

\_\_\_\_\_ NO

\_\_\_\_\_ Abstaining

## 5. NEW BUSINESS

### A. Patron Policies

#### **MOTION TO APPROVE: RESOLUTION 2025-131**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Kay Gray offered the following motion and seconded by: Amy Prater

**“Motion to approve updating Williamson Public Library patron policies as attached with modifications as discussed.”**

\_\_\_4\_\_\_ YES

\_\_\_\_\_ NO

\_\_\_\_\_ Abstaining

### B. OVERDRIVE (LIBBY) 2026

#### **MOTION TO APPROVE: RESOLUTION 2025-132**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Kay Gray offered the following motion and seconded by: Diane Luke

**“Motion to approve the OWWL Overdrive LIBBY Cost shares for 2026 for the Williamson Public Library.”**

\_\_\_4\_\_\_ YES

\_\_\_\_\_ NO

\_\_\_\_\_ Abstaining

### C. Copier Leases

#### **MOTION TO APPROVE: RESOLUTION 2025-133**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Diane Luke offered the following motion and seconded by: Kay Gray

**“Motion to approve accepting the bid for expiring copier leases in December 2025 and in February 2026 for replacement copiers leases provided by RICOH as the lowest quote as per procurement policy. Noting Toshiba charges for returned machines. ”**

**\_\_4\_\_ YES                      \_\_NO                      \_\_ Abstaining**

#### **D. Release of the LEVY and PILOTS for 2026**

##### **MOTION TO APPROVE: RESOLUTION 2025-134**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 20, 2025 Michael Collins offered the following motion and seconded by: Diane Luke

**“Motion to approve the pay over of the library levy and all PILOTs received on behalf of the Library by the Williamson Central School District in December 2025 for the Williamson Public Library 2026 budget via the following resolution in March 2025:**

##### **MOTION TO APPROVE: RESOLUTION 2025-45**

**At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on March 20,2025 Caleb Atwater offered the following motion and seconded by: Michael Collins “Whereas, the adoption of the budget for the Williamson Public Library does NOT require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law now therefore be it Resolved, that the Board of Trustees of the Williamson Public Library voted NOT to exceed the tax levy limit for 2026 and the Williamson Central School District, Wayne County, New York, be authorized to levy taxes in the amount of \$438,096 for the annual support of the Williamson Public Library, Williamson, New York and pay over such monies to the trustees of the Williamson Public Library for library services by December 2025 for the benefit of residents of the School District for the 2026 fiscal year.”**

4   YES

       NO

       Abstaining

## 6. ADJOURNMENT

### **MOTION TO APPROVE: Adjournment at 5:53 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 November 20, 2025 Kay Gray offered the following motion and seconded by: Diane Luke

  4   YES

   NO

       Abstaining