

Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, November 18, 2021

4:30 PM

Present: President: M. Collins, N. Orbaker, Vice President, A. Prater, Secretary, K. Gray, Trustee C. Atwater, Trustee, Director: K. Iraci

Absent/Excused: J. Corteville

1. Call to order at: 4: 44 pm
2. Public Participation:
3. Consent agenda-

A. Approval of Minutes from Previous Meeting

MOTION TO APPROVE: RESOLUTION 2021-125

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 18, 2021, _____ C. Atwater _____ offered the following motion and seconded by: _____ M. Collins _____

“Motion to accept the Minutes of the October 21, 2021 Board of Trustees Meeting.”

 4 YES

 NO

 1 Abstain

B. Audit and Approval of bills, payrolls, compensated time off and payroll change and MOTION TO APPROVE: RESOLUTION 2021-126

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 18, 2021 _____ A. Prater _____ offered the following motion and seconded by: _____ K. Gray _____

Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2021 Abstract (11) Prior to Payment
- 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Payroll #22 and #23 for 2021

5) Transfer from Operating to the Payroll account for payroll and benefit expenditures for Payrolls #24 and #25 and transfer from the Operating account to the Voucher account to cover the warrant of bills on Abstract 12 (2021). Transfer from the Collateralized Operating Account to the Operating Account.

- a) Bank Statements for October 2021
- b) Payroll Change for Payroll 22 and Payroll 23 (2021).
- c) Journal Change Entry report for October 21, 2021-November 18,2021.
- d) October Collateralization Statement “

 5 YES 0 NO Abstaining

3. Reports to the Board

a. Treasurer’s Report

MOTION TO APPROVE: RESOLUTION 2021-127- TABLED

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 18, 2021 _____ offered the following motion and seconded by: _____

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

TABLED Due to Treasurer unable to attend the meeting due to illness. November and December reports will be reviewed at the December Board meeting.

 YES NO Abstaining

b. Director’s Report

MOTION TO APPROVE: RESOLUTION 2021-128

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 18, 2021 ___N. Orbaker _____ offered the following motion and seconded by: _____
_____ K. Gray _____

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

___5___ YES ___0___ NO ___ ___ Abstaining

4. Old Business

a. 2022 Benefits

MOTION TO APPROVE: RESOLUTION 2021-129

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 18, 2021 ___C.

Atwater _____ offered the following motion and seconded by: ___ ___ N. Orbaker _____

“Motion to approve the finalizing of 2022 Benefit Stipends as attached and the elections selected by employees eligible to receive a 2022 Stipend.”

___5___ YES ___0___ NO ___ ___ Abstaining

MOTION TO APPROVE: RESOLUTION 2021-130

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 18, 2021 ___A.

Prater _____ offered the following motion and seconded by: ___ ___ K. Gray _____

“Motion to approve due to the Williamson Public Library paying a month in advance for health care and that Williamson Public Library benefit eligible employees have waived health care coverage for 2022 due to enrollment in an outside plan that their 2021 Benefits Stipend allotment for December for Health Care can be applied to NYS Deferred Comp or ½ cash as they direct in lieu of January health care coverage.”

___5___ YES ___0___ NO ___ ___ Abstaining

c. 2022 Budget Finalization

MOTION TO APPROVE: RESOLUTION 2021-131

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 18, 2021 ___K.
Gray_____ offered the following motion and seconded by: _____N.
Orbaker_____

“Motion to approve the finalization of the 2022 Williamson Public Library Budget and the 2022 NYS Construction grant budget approving utilizing \$1083 from the Capital Reserve fund for the Library Networking Construction grant project.”

 5 YES 0 NO _____ Abstaining

c. Girl Scout Request:

MOTION TO APPROVE: RESOLUTION 2021-136

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 18, 2021 _____K.
Gray_____ offered the following motion and seconded by: _____N.
Orbaker_____

“After a lengthy discussion the board decided to not approve the Girl Scout request of a sleepover.”

 4 YES _____NO 1 Abstaining

d. Frontier Phone System

MOTION TO APPROVE: RESOLUTION 2021-132

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 18, 2021 _____C.
Atwater_____ offered the following motion and seconded by: _____
_____K.Gray_____

“Motion to approve the renewal of a three-year contract for phone services, equipment, and maintenance with Frontier Communications. Renewal is based on a competing verbal quote from Spectrum for nine phone lines along with the added expense of the Library sourcing equipment and equipment installation as compared to the Frontier written quote that includes equipment, maintenance and 9 phone lines.”

5 YES

0 NO

Abstaining

5. New Business

a. Toys for Tots/Fine Forgiveness

MOTION TO APPROVE: RESOLUTION 2021-133

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 18, 2021 C .
Atwater offered the following motion and seconded by:
 A. Prater

“Motion to approve partnering with Senator Pamela Helming for the Toys for Tots campaign. The Library will collect new unwrapped toys from November 15-December 8, 2021. Those donating a toy will be eligible for a coupon valid until December 11 for forgiveness of any Williamson Public Library fines on their account. The Donor may elect to pay their coupon forward to a Williamson patron in need of fine forgiveness. Pay it Forward donated coupons will also be valid until December 11 and used on first come first served basis. Coupons are for fines only and not lost materials or damage fees on an account.”

5 YES

0 NO

Abstaining

b. 2022 Payroll Dates

MOTION TO APPROVE: RESOLUTION 2021-134

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 18, 2021 C .
Atwater offered the following motion and seconded by:
 N. Orbaker

“Motion to approve the attached 2022 Payroll Dates for the Williamson Public Library.”

5 YES

0 NO

Abstaining

c. 2022 Board Meeting Dates

MOTION TO APPROVE: RESOLUTION 2021-135

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on November 18, 2021 N.

Orbaker _____ offered the following motion and seconded by: _____ A.
Prater _____

“Motion to approve the attached 2022 Williamson Public Library Board Meeting Dates.”

__ 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 November 18, 2021 **__ C.**

Atwater _____ offered the following motion and seconded by **__ K. Gray** _____

“Motion to adjourn the meeting at 6:05 pm.”

__ 5 _ YES **__ 0 _ NO** _____ Abstaining