

Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, September 18, 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

Absent/Excused: N. Orbaker, Vice President, Treasurer: J. Corteville A. Prater excused at 5:00pm

1. Call to order at: 4:30 pm

b. Public Participation: none

2. CONSENT AGENDA

A.MOTION TO APPROVE: RESOLUTION 2025-102

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____K. Gray_____ offered the following motion and seconded by: ____D. Luke_____

“Motion to approve the Minutes of the August 21, 2025 Board of Trustees Meeting.”

____4____ YES

____0____ NO

____ Abstaining

B.MOTION TO APPROVE: RESOLUTION 2025-103

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 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 (9) Prior to Payment
Totaling: \$18,848.66
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (9) (2025)
Totaling: \$23,218.71

Transfer of \$40,000 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 #20 (2025) and Payroll #21 (2025) and transfer of an additional \$8000 from the Operating account to the Voucher account for Abstract 10 (2025) and transfer of \$10,000 from the CNB Capital Fund account to the CNB Operating account.

- a. Chase Bank and Canandaigua National Bank Statements for August 2025.
- b. Payroll Change reports payroll 18 (2025) and Payroll 19 (2025)
- c. Journal Change Entry report for August 21, 2025 – September 18, 2025
- d. August Collateralization Statement for Canandaigua National Bank and Trust

__4__YES

__0__NO

_____Abstaining

REPORTS TO THE BOARD

A. Director's Report

B. MOTION TO APPROVE: RESOLUTION 2025-104

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____D
Luke_____ offered the following motion and seconded by: ____A.
Prater_____

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

 4 YES

 0 NO

 Abstaining

4. OLD BUSINESS

A. 2026 Holidays and Personnel Policy

MOTION TO APPROVE: RESOLUTION 2025-105

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____K.
Gray_____ offered the following motion and seconded by: ____D.
Luke_____

““Motion to approve the following changes to the 4.00 Holidays portion of the Personnel Policy to take effect January 1, 2026 as attached.”

 4 YES

 0 NO

 Abstaining

B. Board Continuing Education

5. NEW BUSINESS

A. Accept Resignation and Approve Hiring

MOTION TO APPROVE: RESOLUTION 2025-106

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____A.
Prater_____ offered the following motion and seconded by: ____K.
Gray_____

““Motion to approve the resignation of Part Time library cleaner Shannon Clemons effective September 18, 2025.”

__4__YES __0__NO _____ Abstaining

MOTION TO APPROVE: RESOLUTION 2025-107

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____D.
Luke_____ offered the following motion and seconded by: ____K.
Gray_____

““Motion to approve the hiring of Part Time library cleaner Christy Bruni effective September 18, 2025 for 4-6 hours per week with a starting schedule of Monday evenings from 7-9 pm and Thursday evenings from 7 pm – 9 pm.”

__4__YES __0__NO _____ Abstaining

B. 2026 Pay Rates

C.2026 Benefits and Stipends

D. CD Renewals

MOTION TO APPROVE: RESOLUTION 2025-108

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ____K.
Gray_____ offered the following motion and seconded by: ____M.
Collins_____

““Motion to approve October CD Jumbo CD renewals for best possible rates and terms.”

3 YES

 0 NO

 Abstaining

E. Resolution of Compliance with Minimum Standards

MOTION TO APPROVE: RESOLUTION 2025-109

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 K.
Gray offered the following motion and seconded by: D.
Luke

““Motion to approve the Williamson Public Library Board of Trustees affirms the Williamson Public Library is in full compliance with the New York State Minimum Standards for Public and Association Libraries as outlined in the Commissioner’s Regulation 90.2 and directs Kimberly Iraci, Library Director to email Executive Director of the OWWL Library System Ron Kirsop, a link to these posted board meeting minutes in accordance with the New York State Open Meetings Law.”

 3 YES

 0 NO

 Abstaining

F. NYS Construction Grant

MOTION TO APPROVE: RESOLUTION 2025-110

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 D.
Luke offered the following motion and seconded by: K.
Gray

““Motion to approve the attached changes to the Library’s NYS State Public Library Construction grant.”

___3___ YES

___0___ NO

_____ Abstaining

g. Conference

MOTION TO APPROVE: RESOLUTION 2025-111

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025

_____ M. Collins _____ offered the following motion and seconded by: ___D. Luke_____

““Motion to approve registration for the virtual training programs via the 2025 New York Family History Conference provided by New York Family History.org to aide in genealogy classes provided by the Library.”

___3___ YES

___0___ NO

_____ Abstaining

h. Trustee Resignation

MOTION TO APPROVE: RESOLUTION 2025-112

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ___M. Collins_____

offered the following motion and seconded by:

_____ D. Luke_____

““Motion to accept the resignation of Nancy Orbaker from the Williamson Public Library Board of Trustees, effective immediately, as communicated by her family. The Board express its gratitude for her many years of dedicated service to the Williamson Public Library.”

i. **MOTION TO APPROVE: RESOLUTION 2025-113**

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ___M. Collins_____ offered the following motion and seconded by: ___D.Luke_____

““Motion to approve Amy Prater as Vice President of the Williamson Public Library Board of Trustees and to appoint Amy Prater as a signer on all library bank accounts and remove Nancy Orbaker as a signer of all library bank accounts.”

___3___ YES ___0___ NO _____ Abstaining

A. MOTION TO APPROVE: RESOLUTION 2025-114

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on September 18, 2025 ___K. Gray_____ offered the following motion and seconded by: ___M. Collins_____

““Motion to approve Diane Luke as Secretary of the Williamson Public Library Board of Trustees.”

___3___ YES ___0___ NO _____ Abstaining

6. ADJOURNMENT

MOTION TO APPROVE: Adjournment at 5:50 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 September 18, 2025 ___K. Gray_____ offered the following motion and seconded by: _____M. Collins_____

___3___ YES 0___ NO _____ Abstaining