

# Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, September 15, 2022

4:30 PM

Present: M. Collins, K. Gray, Trustee, C. Atwater, Trustee, Director: K. Iraci, J. Corteville, Treasurer

Absent/Excused: A. Prater, N.Orbaker

1. Call to order at: 4:33 pm
2. Public Participation: none
3. Consent agenda-

## a. Approval of Minutes from Previous Meeting

### **MOTION TO APPROVE: RESOLUTION 2022-104**

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 15, 2022 Kay Gray\_\_\_\_\_ offered the following motion and seconded by: \_\_\_ Caleb Atwater\_\_\_\_\_

**“Motion to approve the Minutes from the August 18, 2022 Board of Trustees Meeting.”**

\_\_\_3\_\_\_ YES

\_\_\_ \_\_\_ NO

\_\_\_ Abstaining

## b. Audit and Approval of the bills, payrolls and compensated time off

### **MOTION TO APPROVE: RESOLUTION 2022-105**

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 15, 2022 \_\_\_ Caleb Atwater\_\_\_\_\_ offered the following

motion and seconded by:  Kay Gray

**“Motion to approve**

**Audit and Approval of bills, bill payment, payrolls, compensated time off and payroll change and benefits:**

Motion to certify the Board auditing and approval of

- 1) Payment of Bills and Check Signing for 2022 Abstract (9) Prior to Payment  
Totaling: \$6,330.77
- 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Payroll 18, and Payroll 19 for 2022  
Totaling: \$20,186.91

5) Transfer of \$26,000 from Chase Operating to the Chase Payroll account for payroll and benefit expenditures for Payrolls #20 and Payroll #21. Transfer of \$10,000 from the Operating Account to the Voucher account for Abstract (10) and \$7,000 from the Operating Account to the voucher account to cover the warrant of bills on Abstract 9 (2022). Transfer of \$25,000 from the CNB Operating Account to the Chase Operating Account.

- a) Chase Bank and Canandaigua National Bank Statements for August 2022
- b) Payroll Change for Payrolls 18 and 19 (2022).
- c) Journal Change Entry report for August 18,2022-September 15, 2022.
- d) August Collateralization Statement for Canandaigua National Bank and Trust “

3  YES                              NO                          Abstaining

**c. Treasurer’s Report**

**MOTION TO APPROVE: RESOLUTION 2022-106**

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 15, 2022  Caleb Atwater offered the following motion and seconded by:  Kay Gray

**“Motion to approve the Treasurer’s Report for September 2022.”**

**3** YES                              NO                          Abstaining

**d. Director’s Report**

**MOTION TO APPROVE: RESOLUTION 2022-107**

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 15, 2022 \_\_\_Kay Gray\_\_\_\_\_ offered the following motion and seconded by: \_Caleb Atwater\_\_\_\_\_

**“Motion to approve the September Director’s report.”**

\_\_3\_\_ YES                                      \_\_\_ \_\_\_NO                                      \_\_\_\_\_ Abstaining

**4. Old Business**

**Youth Services Position**

**MOTION TO APPROVE: RESOLUTION 2022-108**

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 15, 2022 Caleb Atwater\_\_\_\_\_ offered the following motion and seconded by: \_\_Kay Gray\_\_\_\_\_

**“Motion to approve hiring a part time Library Clerk under 19 hours to fill coverage gaps with a pay range of \$13.40-\$15.00 an hour based on experience.”**

\_\_3\_\_ YES                                      \_\_\_ \_\_\_NO                                      \_\_\_\_\_ Abstaining

**B. 2023 Budget Update**

**5. New Business**

**a. 2023 Pay Rate**

**MOTION TO APPROVE: RESOLUTION 2022-109**

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 15, 2022 \_\_\_\_\_ offered the following motion and seconded by: \_\_\_\_\_

TABLED

**“Motion to approve attached pay rates for 2023.”**

B. 2023 Benefits

**MOTION TO APPROVE: RESOLUTION 2022-110**

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 15, 2022 \_\_\_\_\_ offered the following motion and seconded by: \_\_\_\_\_

TABLED

**“Motion to approve attached 2023 benefit stipends. For eligible employees hired prior to June 2022 stipends may be used for health and dental care enrollment in a library offered plan, a health savings account, up to allowable amount, if enrolled in a library sponsored High Deductible health plan. Stipends are divided over 26 pay periods. Employees hired prior to June 2022 with health care may use the stipend for NYS Deferred Compensation enrollment or taken as ½ cash over 26 pay periods. Eligible Employees hired after June 2022 may use the stipend to enroll in a library sponsored health and or dental plan with payment divided over 26 pay periods – no further compensation will be provided if the employee has health care via an outside plan.”**

\_\_\_\_\_ YES

\_\_\_ \_\_\_ NO

\_\_\_\_\_ Abstaining

C. Holidays

**MOTION TO APPROVE: RESOLUTION 2022-111**

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 15, 2022 \_Caleb Atwater\_\_\_\_\_ offered the following motion and seconded by: Kay Gray \_\_\_\_\_

**“Motion to approve the attached Holidays for the Williamson Public Library for 2023.”**

\_\_\_3\_\_\_ YES

\_\_\_0\_\_\_ NO

\_\_\_\_\_ Abstaining

C. RRLC Grant Opportunity

**MOTION TO APPROVE: RESOLUTION 2022-112**

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 15, 2022

Caleb Atwater \_\_\_\_\_ offered the following motion and seconded by: Kay Gray \_\_\_\_\_

“Motion to approve submitting a grant application to RRLC for a Summer 2023 MLS intern.”

  3   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 September 15, 2022 Caleb Atwater offered the following motion and seconded by Kay Gray.

“**Motion to adjourn the meeting at 6:30 pm.**”

  3   YES

  0   NO

       Abstaining