

Williamson Public Library



6380 Route 21, Suite 1

Williamson, NY 14589

LIBRARY BOARD OF TRUSTEES MEETING

Thursday, June 19, 2025

4:30 PM

Board Present: M. Collins, President, N. Orbaker, Vice President

A. Prater, Secretary K. Gray, Trustee, D. Luke, Trustee

library Staff Present: (Non-voting) Director: K. Iraci, Treasurer: J. Corteville

Absent/Excused: D. Luke @ 5:40pm

1. Call to order at: 4:30 pm

b. Public Participation: none

2. CONSENT AGENDA

A. MOTION TO APPROVE: RESOLUTION 2025-66

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 K.

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

“Motion to approve the Minutes of the May 22, 2025 Board of Trustees Meeting.”

4 YES

NO

1 Abstaining

B. MOTION TO APPROVE: RESOLUTION 2025-67

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____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 2025 Abstract (6) Prior to Payment
Totaling:\$ 11,977.45
- 2) 2) Electronic and Pre-Payment of Payroll, Payroll Processing fees, Employee Benefits and compensated time off for Abstract (6) (2025)
Totaling:\$ 24,054.30

Transfer of \$20,000 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 #14 (2025) and Payroll #15 (2025) and transfer of an additional \$8,000 from the Operating account to the Voucher account for Abstract 7 (2025).

- a. Chase Bank and Canandaigua National Bank Statements for May 2025.
- b. Payroll Change reports payroll 12 (2025) and Payroll 13 (2025)
- c. Journal Change Entry report for May 22, 2025 – June 19,2025
- d. May Collateralization Statement for Canandaigua National Bank and Trust

____5____ YES

____0____ NO

_____ Abstaining

REPORTS TO THE BOARD

A. Treasurer’s Report

B. MOTION TO APPROVE: RESOLUTION 2025-68

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____K.

Gray _____ offered the following motion and seconded by: ___N.
Orbaker _____

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

 5 YES 0 NO Abstaining

C. Director’s Report

MOTION TO APPROVE: RESOLUTION 2025-69

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ___ N.

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

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

 5 YES 0 NO Abstaining

4. OLD BUSINESS

A. Maturing CDs on July 7

MOTION TO APPROVE: RESOLUTION 2025-70

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ___ A.

Prater _____ offered the following motion and seconded by: ___M.
Collins _____

“Motion to approve renewing the Jumbo CDs maturing on July 7,2025 moving approximately \$20,000 out at renewal to the capital account for coverage of the Safety and Security project and the remaining funds rollover into CDs with the best forecasted terms and rates.

 5 YES 0 NO _____ Abstaining

B.Safety and Security Project

MOTION TO APPROVE: RESOLUTION 2025-71

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____K.

Gray_____ offered the following motion and seconded by: ____D.
Luke_____

“Motion to approve payment of the Safety and Security project with Nichols Construction for work completed.”

 5 YES 0 NO _____ Abstaining

C. Safety and Security Project Change Order

MOTION TO APPROVE: RESOLUTION 2025-72

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____D.

Luke_____ offered the following motion and seconded by: ____K.
Gray_____

“Motion to approve the Nichols Construction change order for the addition of grids/munions to the interior window project, so the windows match the other interior windows of the Library.”

5 YES 0 NO _____ Abstaining

5. NEW BUSINESS

A. Patio Doors

MOTION TO APPROVE: RESOLUTION 2025-73

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 _____ A.

Prater _____ offered the following motion and seconded by: _____ D.
Luke _____

“Motion to obtain quotes based on the advisement of Nichols Construction, Rochester Colonial, and Passero Architects for the replacement of the two patio doors due to deterioration.”

5 YES 0 NO _____ Abstaining

B. Board Terms and Charter

2.) MOTION TO APPROVE: RESOLUTION 2025-74

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 _____ D.
Luke _____ offered the following motion and seconded by: _____ K.
Gray _____

“Motion to approve RESOLUTION TO CORRECT LIBRARY TRUSTEE TERMS
Williamson Public Library Board of Trustees Date: June 19, 2025

WHEREAS: The Williamson Public Library was established under an absolute charter in 1941, which specifies that trustee terms shall run from January 1 to December 31 of each year; Over time, the library's trustee appointment practices have evolved to begin terms in May/June of each year, creating a discrepancy with the original charter requirements; To ensure full compliance with the library's founding charter and establish clear governance practices, it is necessary to align current trustee terms with the charter-specified January 1 to December 31 term structure;

The Board of Trustees recognizes the need to correct this discrepancy and establish proper staggered five year terms to ensure continuity of library governance;

NOW, THEREFORE, BE IT RESOLVED: Section 1: Correction of Current Terms
The following trustee terms are hereby corrected to align with the 1941 charter requirements, with all terms running from January 1 to December 31:

- Michael Collins (President): Term corrected to January 1, 2023 - December 31, 2027
- Amy Prater (Secretary): Term corrected to January 1, 2022 - December 31, 2026 (adjusted to 4- year term for staggering purposes)
- Nancy Orbaker (Vice President): Term corrected to January 1, 2024 - December 31, 2028
- Kathryn Gray (Trustee): Term corrected to January 1, 2025 - December 31, 2029 (adjusted to 4-year term for staggering purposes)
- Diane Luke (Trustee): Term established as January 1, 2025 - December 31, 2030

Section 2: Staggered Terms Going forward, trustee terms shall be staggered with one trustee's term expiring each December 31st, ensuring continuity of board membership and institutional knowledge. Should the board ever decide to increase the number of trustees, the staggered term structure will be adjusted accordingly while maintaining the integrity of the current rotation system.

Section 3: Future Appointments All future trustee appointments shall be coordinated to ensure new trustees take their oath of office and begin their terms on January 1st of each year, in accordance with the library's 1941 charter.

Section 4: Bylaw Amendment The Board of Trustees hereby commits to updating the library's bylaws within sixty (60) days of the passage of this resolution to:

- Reflect the correct January 1 to December 31 term structure
- Clarify the appointment and oath-taking process

- Prevent future discrepancies between charter requirements and operational practices

Section 5: Communication and Collaboration

The Board of Trustees will communicate this charter compliance correction to the Town and respectfully request their assistance in amending current appointment practices to align with the library's 1941 charter and forthcoming updated bylaws, ensuring seamless coordination of future trustee appointments.

Section 6: Notification

The Board Secretary shall provide written notice of this resolution to:

- **The Town Clerk**
- **The Town Board**
- **All current library trustees**
- **The OWWL Library System**

Section 7: Effective Date

This resolution shall take effect immediately upon passage and shall govern all trustee terms moving forward.

CERTIFICATION

I hereby certify that the foregoing resolution was duly adopted by the Williamson Public Library Board of Trustees at a regular meeting held on June 19, 2025, by the following vote:

AYES: Michael Collins, Nancy Orbaker, Amy Prater, Kathryn Gray, and Diane Luke

NAYS: 0

ABSTENTIONS: 0

ABSENT: 0

Amy Prater, Secretary
Williamson Public Library Board of Trustees

6/19/2025

Michael Collins, President
Williamson Public Library Board of Trustees

6/19/2025

C Patio Seating

MOTION TO APPROVE: RESOLUTION 2025-75

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____A.

Prater_____ offered the following motion and seconded by: ____N.
Orbaker_____

“Motion to approve purchasing patio furnishings not to exceed grant funds remaining of \$1443.98.”

 4 YES 0 NO Abstaining

C. Movie in the Park Chamber Collaboration

MOTION TO APPROVE: RESOLUTION 2025-76

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____M.

Collins_____ offered the following motion and seconded by: ____N.
Orbaker_____

“Motion to approve a collaboration with the Chamber of Commerce for an outdoor movie in the park on August 19, 2025. The Library will cover the cost of the movie showing license.”

 4 YES 0 NO Abstaining

E.Civil Service

MOTION TO APPROVE: RESOLUTION 2025-77

“Motion to approve the Wayne County Civil Service appointment of Christina Beiderbecke.”

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 K. Gray

offered the following motion and seconded by: N. Orbaker

 4 YES

 0 NO

 Abstaining

F.NYLA Renewal

MOTION TO APPROVE: RESOLUTION 2025-78

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 A. Prater

offered the following motion and seconded by: K. Gray

“Motion to approve NYLA membership renewal May 2025-May 2026 for the Williamson Public Library Director as attached.”

 4 YES

 0 NO

 Abstaining

G. Custodial Budget

MOTION TO APPROVE: RESOLUTION 2025-79

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 M. Collins

offered the following motion and seconded by: K. Gray

“Motion to approve adding \$500.00 to the 2025 Custodial Budget from the 2025 Equipment Budget.”

 4 YES

 0 NO

 Abstaining

E. Slate of Officers

MOTION TO APPROVE: RESOLUTION 2025-80

At a meeting of the Board of Trustees of the Williamson Public Library held at the Williamson Public Library in Williamson, New York on June 19, 2025 ____ K.

Gray_____ offered the following motion and seconded by: ____ M.
Collins_____

**“Motion to approve the current slate of officers. Michael Collins-
President, Nancy Orbaker- Vice President, Amy Prater- Secretary”**

4 YES 0 NO _____ Abstaining

6. ADJOURNMENT

MOTION TO APPROVE: Adjournment at : 6:05 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 June 19, 2025 ____ K.

Gray_____ offered the following motion and seconded by: ____ A.
Prater_____

4 YES 0 NO _____ Abstaining