DELEVAN YORKSHIRE PUBLIC LIBRARY

January 18, 2023

Board of Trustees Meeting Minutes

The meeting was opened at 4:00 with the Pledge of Allegiance led by Brandon Stearns, President. In attendance were Board members Lora Lee Downer, Grant Appell and Judy Hecht. A quorum was not present. Marge Brown, Director, was also present.

**DECEMBER MINUTES:** Minutes were read and approved. Grant made a motion to accept the minutes. Judy seconded. **MOTION CARRIED.**

**TREASURER’S REPORT:**  A CD is coming due tomorrow. Grant will look for a better return. It was noted that the budget shortage for 2022 was due to not receiving the Yorkshire tax check. Marge is in touch with the Town Clerk to clarify the situation. We will be submitting a request of an increase from the Town in August so the Town can do their budget work in September. The new contract is sent for signatures each January and payment is due no later than February 28. We will also ask for an increase from the Village in April or May for their year ending June 30, 2024. Lora Lee made a motion to accept the Treasurer’s report. Brandon seconded. **MOTION CARRIED.**

**DIRECTOR’S REPORT**.

Discussion regarding the Boy Scouts use of the Anderson Room. There has not been a new application filled out for the new year (school year) with names of the current leaders. Marge will contact Gina Gaspar again to remind her that if anyone else should request the room we would have to give it to them since there is not signed paper work by the Scouts.

Marge explained the Launch Page which is now available through CCLS. It is a tablet loaded with a variety of programs geared to various age groups. CCLS will send 5 tablets once a month for regular circulation. A Launch Pad can be checked out from DYPL or ordered by patrons in the same way they can request books from other libraries.

Under Tax Levy Update, a correction was made for Machias’ amount. It should be $6,000 not $6,500.

A book sale was discussed. Marge will check with GED director as to possibility of sharing space if a sale is planned for February.

Marge will make arrangements for Barb Knight to conduct a pillow making workshop early in April. Lora Lee made a motion to accept the Director’s Report. Brandon seconded. **MOTION CARRIED.**

**Agenda Items:**

\*Marge and Brandon attended the School Board meeting last night to submit the Library’s request to be put on the Budget in May. Brandon received “rave reviews” for his presentation! Acceptance of the 3 library requests was not communicated to us but it is assumed that, as in the past, the request will be on the Budget.

\*Brandon, Grant and Lora Lee agreed to continue in their positions. Chris will be asked to serve as Vice President and pending his acceptance, the slate of officers was approved.

\*There was a lengthy discussion regarding the terms of Board members and the necessity of appointment by the Town Board. There is confusion about the status of some Board members. Lora Lee will check with the Town Clerk to verify who has been officially appointed and if they have all taken the oath and signed the necessary paperwork.

\*Those present signed the Sexual Harassment Prevention, Ethics and Conflict of Interest policies. Marge will attend to the staff viewing the SH video and signing the Ethics, Conflict of Interest and Whistleblower policies.

\*The Performance Evaluation form distribution was tabled until the next meeting when, hopefully, all members will be able to be present.

Grant made a motion to adjourn the meeting at 5:20. Judy seconded. **MOTION CARRIED.**

Respectfully submitted,

Lora Lee Downer, Secretary

Next meeting February 15, 2023.