

**Oxford Memorial Library
Board of Trustees Meeting
December 9, 2021**

Attending: Matt Voce, Christine Gregoire, Jodi Carey (via phone), Julia Bogardus, Caitlin Golden, Jeff Emerson, Nancy Wilcox, Bill Brower,

The meeting was called to order at 7:00 pm by Matt Voce.

Julia moves to accept the October minutes, Caitlin seconds. Motion carried.

Treasurer's Report

The cash balances for November were \$227,449.30. Receipts for expenses for November were \$312. Total expenses for November were \$10,440. The check register was \$21,617.94, which includes a payment to Revolution Solar for \$12,900.00 for the charging stations. Budget wise, there is 62% of the '21-'22 Budget remaining compared to a projected 58% so we are in good shape almost half way through the fiscal year.

Jeff motions to accept the November Treasurer's Reports, Christine seconds. Motion passes.

Old Business

Nancy Morey is still working on grants for the solar project. She has done a great job and the Board appreciates her hard work.

Matt is still working on the energy audit. They are looking for a thermostat that can help with the Air Conditioner demand to offset each other. We would still like to have the energy audit done to help us decrease the amount of energy the library is using. Matt will continue working with NYSERDA to get something set up.

New Business

Gail has found a potential Treasurer replacement that she has spoken with and feels comfortable recommending. Matt will contact this person and see if they are interested in the possible position.

Christine moves to pay \$500 to each of the 6 staff members (including Gail) as a Special Performance Incentive Fund. Julia seconded the motion, motion passes. Bill B. abstains.

Gail will cut the checks as soon as possible.

Committee Reports:

Nominating Committee:

Policy and Personnel:

NY Hero Act - each trustee has a copy of this new policy from the October meeting.
Bill makes a motion to approve the NY Hero Act, Caitlin seconds. Motion carried.

Gwen Hornbeck has resigned from the library on November 19th. She was able to stay on for Fridays through November and early December. We appreciate her flexibility and wish Gwen well.

Nancy has interviewed 3 applicants to fill Gwen's position and feels comfortable with recommending one of the applicants, Brianna Rig, as a probationary library clerk.

Julia made a motion to appoint Brianna Rig to probationary library clerk (90 day term), Caitlin seconds. Bill abstains. Motion passes.

Public Relations:

Building and Maintenance:

Chris Page is shoveling snow for us again this year and so far it's going well.

Budget:

TBCBRC:

Gail's summer worker is planning to come back over the holiday break and work some hours in TBCBRC. There is still money in the fund from the summer to cover his hours.

Director's Report

Nancy is working on figuring out the circulation numbers as the report was showing it being lower than it seemed it should be. There seems to be an issue with the software, which 4CLS is aware of and working on.

The library will be receiving a \$5,000 check/grant to be used for General Operating Support. Nancy has already sent a thank you note.

Fire alarm system - because of the new rule with the area codes having to be dialed, this was messing up our 911. Harold Ives will be reprogramming the system at the firehouse.

Trustee Comments

The Board trustees had a round table discussion regarding the charging stations and how that is going. Some patrons have mentioned that we should be charging for use. At this point, we would like to give it more time and then reevaluate if charging is necessary.

Bill motions to adjourn, Jeff seconds. Meeting adjourned at 7:40 pm.

Next meeting: Thursday, January 13th @ 7:00 pm