

**Oxford Memorial Library  
Board of Trustees Meeting  
November 10, 2022**

Attending: Matt Voce, Jodi Carey, Bill Brower, Caitlin Golden, Julia Bogardus, Nancy Wilcox

The meeting was called to order at 7:01 pm by Matt Voce.

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

Treasurer's Report

The cash balances for October were \$273,126.97. Receipts for expenses for October were \$941. Total expenses for October were \$10,206. The budget is now at 67%, which is exactly where we are estimated to be. The check detail register for October was \$10,205.74.

Also reported in the Treasurer's report that the IRS said they are working on our account but need an additional 60 days to send a complete response regarding our 990 fee waiver request.

Nancy is going to look into the Computer line entry on the Expense report to double check what those expenses were.

Bill motions to accept the October Treasurer's Reports, pending what Nancy finds out regarding the Computer expenses. Caitlin seconds. Motion passes.

Old Business

The Auto Dialer on the Fire Alarm System still needs to be programmed (because of the 607 needing to be programmed in for calls). Matt has tried reaching out to multiple people to see if they can help with this but so far has not been successful in finding someone.

We talked about air conditioners and recurring NYSEG issues. Matt said that NYSEG assures him that the meter head is functioning properly.

New Business

Julia brought up that she has been contacted by both Primary School and Middle School teachers about making sure that when program fliers are sent out to make sure they come a week earlier since they are only going out on Fridays and sometimes the events have already passed. Nancy will pass this on to Jess.

Committee Reports:

Jeff has asked to join the Policy and Personnel Committee. Christine Gregoire opted to join the Long Range Planning committee.

Nominating Committee:

Policy and Personnel:

A revised Treasurer's job description was presented. Trustees need to look over the revised description and next month we will vote on it.

Public Relations:

Building and Maintenance:

Budget:

TBCBRC:

Director's Report:

The library is closed tomorrow for Veterans Day. The building will also be closed on November 23 and 24 for Thanksgiving.

Nancy shared the updated list of committees with the Trustees.

Scott Merritt has dropped off some of the books that he is donating from his father's collection.

Nancy received two emails notifying her that the library will be receiving two \$5,000 grants from Erik Burke and Sam Burke for general operating expenses.

The security camera people came to the library and repaired the two camera connections that were out and were able to set it up to do remote log-ins instead of having to make service calls each time there's an issue.

Nancy brought the personal hygiene donations to the Vets Home this week. In total, there were 6 boxes of donations.

More kids have been coming into the library after school.

Trustee Comments

Caitlin asked Nancy how things are going with the McDonough library. Nancy said that they seem to be hanging in there for now.

Julia motions to adjourn, Caitlin seconds. Meeting adjourned at 7:38 pm.

Next meeting: Thursday, December 8th @ 7:00 pm