

**Oxford Memorial Library
Board of Trustees Meeting
January 12, 2023**

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

The meeting was called to order at 7:02 pm by Matt Voce.

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

Treasurer's Report

The cash balances for December were \$264,881.25. Receipts for expenses for December were \$5,212. Total expenses for December were \$15,361.92. The budget is now at 52%, which is slightly ahead of the projected 50%. The check detail register for December was \$

We received a second letter from the IRS in late December telling us they need more time to provide us with a complete response to our request about a 990 fee waiver request.

Julia motions to accept the December Treasurer's Reports, Caitlin seconds. Motion passes.

Old Business

RCR (camera company) came on 1/4/23 and provided a quote to add 3 more cameras. Nancy is going to ask RCR for a 2nd quote on a camera adjustment and adding a camera.

Panko Electric came and investigated why we're getting hit with demand charges from NYSEG. He was able to determine that between our electric heaters and BLINK chargers we are using a lot of kilowatts which means we get hit with the demand charge. Matt is now trying to call NYSEG again to figure out why we have to have a demand meter.

New Business

Two representatives from the Bert J van der Werff Agencies of NY LLC presented on Employee Benefits that are available. At this time, the Board of Trustees is not interested in pursuing this option.

Committee Reports:

Nominating Committee:

Policy and Personnel:

The NYS Trustee Education Policy was presented to the trustees.

Bill motioned to accept the NYS Trustee Education Policy, Julia seconded the motion. Motion passes.

Nancy shared the Bylaws (dated February 26, 2009) with the Trustees for a first reading. The trustees will look it over to be voted on next month.

Public Relations:

The Chenango County libraries are each submitting articles to the Evening Sun on a rotating basis. Nancy just submitted one on the history of the library and programs we offer.

Long Range Plan:

Nancy presented the 2018 Long Range Plan, much of which has changed. We will need to update and add to create a new plan. The committee will work on setting a date to meet, possibly in February or March.

Building and Maintenance:

Budget:

TBCBRC:

Trish is applying for a grant through the RC Smith Foundation. She is asking to applying under the umbrella of the library for the 501c3

Bill motions to allow Trish to apply for the grant under the library's 501c3. Caitlin seconded the motion, motion carried.

Director's Report:

On December 13, the library received a check in the mail from 4CLS for \$1,315.00. This came from NYS, Joe Angelino's Member Item fund. On December 29, we received a check from NYS for the final 10% payment of our NYS Construction Grant for \$3,587.

Minimum wage went from \$13.20 to \$14.20, effective December 31 for 2023.

Vineadell "Dell" Williams Stiles passed away and we have received \$125 in donations in her name.

There was an issue with the community room foyer door to the parking lot recently when it would not lock. Lee Bull was able to fix it and said that the locks need maintenance/cleaning about once a year. Lee also mentioned that there is some rotted wood in some spots that will need attention at some point.

The library recently started a puzzle exchange. A few have already gone out.

Trustee Comments

Jodi said that she will not be available for the February meeting.

Julia motions to adjourn, Bill seconds. Meeting adjourned at 8:21 pm.

Next meeting: Thursday, February 9th @ 7:00 pm