

**Oxford Memorial Library
Board of Trustees Meeting
September 14, 2023**

Attending: Matt Voce, Christine Gregoire, Jodi Carey, Julia Bogardus, Caitlin Golden, Mike Ford, Bill Brower, Nancy Wilcox

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

Julia moves to accept the June minutes, Christine seconds. Motion carried.

Treasurer's Report

The cash balances for July were \$344,627.33 and August was \$322,513.60. Receipts for expenses for July were \$23 and August was \$1,670. Total expenses for July were \$14,494. Expenses for August were \$22,952. The budget is now remaining 78%, we are slightly below the estimated monthly budget which should be 83%. The check register for August was \$24,186.87.

Julia motions to accept the June, July and August Treasurer's Reports, Caitlin seconds. Motion passes.

Old Business

Nancy Morey has been working on issues with the Blink charging stations all summer and after much time invested, both Blink stations are fully operational.

Christine Gregoire met with Roland Tyler from OnCor Technologies regarding some options for the failing projector and potentially replacing the screen and doing an input expansion. OnCor provided multiple options and quotes. We would like to look at some other options, Matt and Christine will keep looking into this.

New Business

A discussion was had regarding the letter received from April Ray, our Accountant, asking for more compensation. April also asked to be considered as an independent contractor.

Mike made a motion to increase the Treasurer's pay \$2,000, to a total sum of \$6,650 with a three year contract (as an independent contractor). Christine seconds, motion passed.

The library received a letter from Lana Rouff - Rotary District 7170. They would like to place a free standing Narcan/Nalaxone Distribution box somewhere on the library property. This will allow the public to access Narcan and a postcard that instructs how to use the kits. The boxes would be maintained by the Addiction Center of Broome County and purchased by The Board is in favor of allowing one of these boxes to be placed on the library property.

Caitlin made a motion to approve the OML Paid Holidays and Board Meetings for 2023-2024. Bill seconds, motion passed.

NYS Construction Grant Aid Program - total cost of \$82,000 to focus on renovation and restoration of main entry porch, pillars, and decking and the Southeast porch entry. Bill made a motion to approve the NYS Grant Aid program application, Julia seconds. Motion passed.

Committee Reports:

The Board of Trustees went over the list of committees and verified each committee's members.

Nominating Committee:

Policy and Personnel:

Julia made a motion to approve Gillian Mulder as a library clerk, Caitlin seconds. Motion passed.

Public Relations:

Building and Maintenance:

Budget:

TBCBRC:

Christine made a motion to appoint Trish Kane as the curator of the The Theodore Burr Covered Bridge Resource Center. Caitlin seconds, motion carried.

Director's Report

Nancy brought up that Steve Bachman at 4CLS has brought up how we can upgrade and increase our digital collection with Overdrive. She will update the Board next month with more information.

The 4CLS ran their own version of a Summer Reading Program called the 4CLS Road Trip. Each participant received a passport that was stamped at each library they visited. Prizes were given out for the 10th, 20th, and 42nd visit. Over 100 people from around the system visited the Oxford Library.

The Summer Reading program wrapped up with 17 kids and 4 teens signed up to participate with 218 books read. The adult summer reading program had 47 adults sign up with a total of 135 books read. There were a total of 36 programs with a total attendance of 400.

Nancy continues to spend time at the NYS Vets Home.

Gillian was trained on the website so she will be able to help Jess with keeping that up. The trainer also is planning to add the CD Rom copies of our older yearbooks onto the website.

The library will be participating in Oxtoberfest on Saturday, October 7th.

Trustee Comments

Jodi brought up that this will be her final year as a trustee due to personal commitments.

There was a discussion about needed trustee training and what types of training count.

Julia motions to adjourn, Bill seconds. Meeting adjourned at 8:30 pm.

Next meeting: Thursday, October 12th @ 7:00 pm