

**Oxford Memorial Library
Board of Trustees Meeting
January 11, 2024**

Attending: Julia Bogardus, Caitlin Golden, Nancy Wilcox, Christine Gregoire, Jodi Carey, Bill Brower

The meeting was called to order at 7:01 pm by Julia Bogardus.

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

Treasurer's Report

The cash balances for December were \$454,789.87. Total expenses for December were \$15,912.92. The budget is now remaining at 51%, which is 1% above our projected remaining amount. The check register for December was \$15,912.92. The annual tax levy check was reflected on January's income report, showing \$168,706.

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

Old Business

No updates on the fire alarm system.

Projector update - we are looking at a large screen TV to replace the projector. Christine provided some prices for 70" and 75" TV's, as well as wall mounts and HDMI's. We have some more questions regarding audio and sound bars. We would like to do an outline on the wall to figure out a TV size and then potentially vote next month.

2 of the parking lot lights were fixed by the village.

New Business

Nancy received a letter from NBT Bank stating that our Capital Reserve Fund has not been touched since January 2022. Matt (via Nancy) suggested that we move \$20,000 from the General Savings account to the Capital Reserve Fund.

Christine made a motion to move \$20,000 from the General Savings account to the Capital Reserve Fund. Jodi seconded, motion carried.

Jodi asked Nancy about the two light sconces by the back door as they are both turned/upside down. Nancy said she thinks that the wind blew them. Julia will mention this to Matt.

Staff Incentive Bonuses:

A discussion was had regarding a Staff Incentive Bonus.

Caitlin made a motion to approve the following staff bonuses, Christine seconds. Bill abstained from the vote. Motion passed.

\$500 - Nancy Morey, Sue Pixley, Jessica Tefft & Nancy Wilcox

\$250 - Gillian Mulder, Autumn Markowski

Committee Reports

Nominating committee:

Public Relations:

Policy and Personnel:

Long Range Plan:

Follow up to the transition plan - Nancy is looking for some input from other directors and will hopefully be able to provide something before the February meeting.

Building and Maintenance:

Budget:

A draft budget was presented. On January 1st, 2025, the minimum wage will move to 15.50. Matt has taken this into consideration with the draft budget. We will talk about the budget more at the February meeting.

TBCBRC:

Trish reported that there will be a NYS Covered Bridge Society meeting on Sunday, June 9th from 1-3 pm. Trish would like a board member to be present for about a half hour. She would like have the library be open from 11-4 pm.

Director's Report

The library received a donation for \$500 from Paul Tytler of Seattle, Washington.

Nancy provided the Circuit Stats for 2023 (Large Print - 244, DVD - 155, Books on CD - 6).

Nancy shared information regarding upcoming webinars for trustees. She will continue to forward any information to trustees.

Trustee Comments:

Caitlin motions to adjourn, Bill seconds. Meeting adjourned at 7:37 pm.

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