

**Oxford Memorial Library
Board of Trustees Meeting
September 12th, 2024**

Attending: Matt Voce, Julia Bogardus, Nancy Wilcox, Caitlin Golden, Jessica Hennige, Christine Gregoire, Bill Brower

The meeting was called to order at 7:05 pm by Matt Voce.

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

Treasurer's Report

The cash balances for June were \$326,972.41 Total receipts were \$1,786.00 The budget is now remaining at 69%, which is 14% below our projected remaining amount. The check detail for June was \$18,869.40.

Bill motions to accept the June Treasurer's Reports, Chrstine seconds. Motion passes.

Old Business

Fire Alarm System- Fire Alarm Service Technology, Inc.

They came in and fixed the fire alarm. It no longer beeps or needs to be fixed each month. It will cost the library \$330 a year for a monitoring system managed by Fire Alarm Service Technology Inc.

Front Desk Phone- There is a problem with the front desk phone. Clerks hear excessive static, sometimes but not others. It is not a spectrum issue. Nancy suggests a possible solution to tidy up and re- route wires under the desk.

The potholes in the driveway were filled by the village, by Bill Kelsey Jr.

Roof is leaking above the TCBR. Matt contacted Bill Kelsey Sr, who is unable to fix the issue at this time.

Chrstine suggests contacting Jerry Knapp for roof repair work.

Bill will reach out to Ryan Evon.

Blink Chargers Issue- right side charger was not charging and was not linking up with blink. It seems to be working now but we still cannot see it on our blink account.

New Business

Approval of Jessica Henninge to replace Jodi Carey as a trustee (term ends 6/30/2024) (Jess's Start date is 9/12/24) Julia moves, Christine seconds.

Lee Bull repaired the side porch and discovered the roof of the side porch has a gutter system that is leaking. He suggested repairs. He also discovered that the side porch by Nancy's office was rotted.

Bill suggests we revisit the approval of the community room use. Bill asks the board to consider allowing the clerks to use their best judgment to allow impromptu meetings on a case by case basis. This allowance would be for a group of adults if they have not previously filled out the proper forms for community room use.

Committee Reports

Finance -

Bill Brower

Matt Voce

Nancy Wilcox

April Ray
Nothing to report.

Building and Maintenance -

Bill Brower
Matt Voce
Mike Ford
Nancy Wilcox

See old and new business.

Nominating committee:

Julia Bogardus
Caitlin Golden

Nothing to report.

Public Relations:

Bill Brower
Jessica Henninge
Christine Gregoire

Nothing to report.

Policy and Personnel:

Caitlin Golden
Jessica Henninge
Jessica Teft submitted her resignation dated 5/30/2024. She will turn over the facebook page to Gillian Mulder. The board will give her until October 31st to remove any of her personal items from the library basement.
Julia motions to accept Jessica Tefts resignation, Jessica Henninge seconds.

Long Range Plan:

Julia Bogardus
Matt Voce
Nancy Wilcox
Caitlin Golden

Nothing to report.

TBCBRC:

Bill Brower
Matt Voce
Christine Gregoire
Nancy Wilcox

Julia attended the NYS covered bridge society meeting in June. It was well attended.
Trish wrote to ask the board to vote on allowing her to use up to \$8,000 of the TBCBRC money over time on an as needed basis to pay Paperkite for web design.

Bill motions to accept, Chrstine seconds.

Director's Report:

Conflict of Interest disclosure form- Nancy asked the board members to fill one out and return it to her.

Nancy reports 2 incident reports filed this summer, both patrons are okay.

The summer reading program went well.

The Library received a check of \$1,486,32 for LLSA funds.

Trustee Comments:

Bill motions to adjourn, Julia seconds. Meeting adjourned at 8:05 pm.
Next meeting: October 10th