

**Oxford Memorial Library
Board of Trustees Meeting
February 6th, 2025**

Attending: Matt Voce, Julia Bogardus, Nancy Wilcox, Caitlin Golden, Mike Ford, April Ray, Bill Brower, Mike Ford, Gillian Mulder, Jessica Henninge.

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

Bill moves to accept the January minutes, Jessica seconds. Motion carried.

Treasurer's Report

The cash balances for January were \$516,392.85. Total receipts were \$257,135.00. The budget is now remaining at 38%, which is 4% below our projected remaining amount. The check detail for January was \$12,211.99 .

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

Old Business

Nancy is retiring on 2/15/25 after 31 years at Oxford Memorial Library.

New Business

Nancy has prepared the NYS Annual Report and is ready to send it to 4CLS and the state of NY. Christine motions to have Nancy send the report, Julia seconds.

Committee Reports

Finance -

Matt went over the budget with the board.

Minimum wage is set to increase to \$16.00 (Jan 1, 2026) We discussed several scenarios to make wage increases work within a realistic budget.

Christine is stepping down from the board after 15+ years. The board would like to give a \$50.00 gift card to thank her for her years of service.

Jessica moves, Julia seconds.

Building and Maintenance - Nothing to report

Nominating committee: Nothing to report

Public Relations: Nothing to report

Policy and Personnel:

Gillian will have 2 weeks paid vacation as director. She will follow the same sick time as other employees. She will earn \$22.00 per hour in her new position as director.

We have received several applicants for the clerk position that was advertised.

Gillian has interviewed and is ready to offer the position.

Christine has submitted her letter of resignation as trustee on the board of directors at OML.

The board would like to appoint Becky Rosa to fulfill Christine's position.
Julia moves, Jessica seconds.

Long Range Plan: Nothing to report

TBCBRC: Nothing to report

Director's Report:

Adult and Family craft nights have been successful.

There were several applicants.

Nancy wrote a heartfelt farewell.

Trustee Comments:

The board congratulates Nancy, Gillian and Christine.

The 15th of February is the 125th anniversary of the first OML charter.

Matt motions to adjourn at 8:00 pm Mike seconds. Meeting adjourned at 8:08 pm.

Next meeting: March 13th, 2025

Respectfully submitted by Caitlin Golden on 2/6/2025