

**MINUTES OF THE CMFPL TRUSTEES MEETING
HELD AT THE LIBRARY ON MONDAY, SEPTEMBER 18th, 2023**

- I. The meeting was called to order by Vice President Jacques LeBlanc at 7:00 p.m. Also present were: Christine Buff, Colleen Hogan, Marcie Litjens, Bob Chesnut, Jacqueline Franke. Absent was: Virginia Tyson
- II. Pledge Of Allegiance
- III. Agenda was approved on a motion made by C. Buff, seconded by Colleen Hogan, all in favor.
- IV. Minutes of the August 21st, 2023 Regular meeting was approved on a motion made by C. Buff, seconded by Colleen Hogan, all in favor.
- V. Period of Public Expression - None
- VI. Financial Report For August

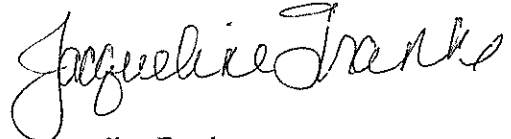
Operating Account Warrant	#3	\$113,105.04
Operating Account Warrant	#3A	\$ 9,343.79
Payroll Account Warrant	#3B	\$160,466.01
Capital Projects Fund Warrant	#3	\$ 0.00
- VII. Presentation
John Tanzi, architect, reviewed the three options for the new parking lot renovation. Discussion ensued.
- VIII. Reports
 - A. President's report: None
 - B. Trustees' reports: None
 - C. Director's report: The most recent blood drive collected a record breaking 78 pints of blood. The library is looking into scheduling three more blood drives. Tuesday, Bob will be attending a breakfast with Senator Dean Murray. Assemblyman Thiele met with Library Directors in his area to discuss what local libraries are doing for their communities and the importance of construction aid. There were 48,778 patrons at the library during July and August. Last year there were 35,826 patrons during the same time period. Director Litjens plans to meet with a new landscaper/snow removal company to get an estimate. The library has added a new service, downloadable Press Reader. The library is looking into adding a downloadable romance cloud. Healthy Libraries is back. The library currently has two social work interns. The mobile flu clinic is coming to the library on September 20, 2023 from 10am until 3pm. A tree trimmer came and trimmed some of the trees on the property before the impending storm. There was a minor accident in the parking lot.
 - D. Additional reports: None
- VIII. Executive Session – None
- IX. Old Business
 - A. Oil/Gas and interior alterations: Waiting on punch list to come through.
 - B. EV Station/Solar: This project has been put on hold.
 - C. Site Improvement Plan (parking lot): John Tanzi spoke at the beginning of the meeting.
 - D. Sustainability: The library earned a new Trex bench. Continuing to collect the plastics. The Board brainstormed ways to make dropping off the plastic more convenient.
 - E. Director Evaluation: The Board reviewed the suggested process.
 - F. Credit Card (USPS): The US Postal Service has made a change to their tracking procedures. It would be helpful to have a prepaid Visa with a set amount to be used for the passport application mailings. Discussion ensued.
 - G. Banned Books: There have been some concerned community members who have come forward about a teen book review program that they feel is not appropriate. Discussion ensued.
- X. Period of Public Expression - None
- XI. New Business.

- A. Motion by C. Buff, seconded by Colleen Hogan, to transfer \$175,000 from M&T Checking to Payroll Account, all in favor.
- B. Motion by C. Buff, seconded by Colleen Hogan, to accept resignation of Page, Mikayla Filetto effective 9/5/23, all in favor.
- C. Motion by C. Buff, seconded by Colleen Hogan, to hire Page, Mcira Dalton at \$15/hr effective 8/30/23, all in favor.
- D. Motion by C. Buff, seconded by Colleen Hogan, to hire Page, Diana Schryver at \$15/hr effective 9/4/23, all in favor.
- E. Motion by C. Buff, seconded by Colleen Hogan, to approve the purchase of 2 computer room servers at the cost of \$16,801.99 using NYS Contract pricing, all in favor.
- F. Motion by C. Buff, seconded by Colleen Hogan, to approve NYLA conference attendance for M. Litjens from 10/31 to 11/4 at a cost not to exceed \$1300, all in favor.
- G. Motion by C. Buff, seconded by Colleen Hogan, to increase starting wages for Librarian Trainee to \$24/hr and Librarian I to \$26/hr, all in favor.
- H. Motion by C. Buff, seconded by Colleen Hogan, to hire Librarian Trainee, Emma Bull-Macris at \$24 effective 10/3/23, all in favor.
- I. Motion by C. Buff, seconded by Colleen Hogan, to hire Librarian I (CS), Noreen Howland at \$26 effective 10/3/23, all in favor.
- J. Motion by C. Buff, seconded by Colleen Hogan, to hire Librarian I (CS), Laura Bishop-Scioli at \$26 effective 10/3/23, all in favor.

XII. Date and time of the next meeting of the Trustees: Monday, October 16, 2023 at 7:00pm.

XIII. There being no further business, tonight's meeting was adjourned at 8:15 p.m. on a motion made by C. Buff, seconded by Colleen Hogan, all in favor.

Respectfully submitted,



Jacqueline Franke
Secretary to the Board