

CPL Monthly Board of Trustees Meeting

Wednesday, September 20th, 2023, at 6:30 pm

Present: Jason, Patrick, Michael, Katherine, Stephanie

Also present: Diana Reding, Director

Agenda

1. Call to Order - 6:37

2. Adoption of agenda

Patrick made the motion, Katherine seconded the motion, motion passed in favor.

3. Approval of prior meeting minutes - no changes

Katherine made the motion, Stephanie seconded the motion, motion passed in favor.

4. Period of public expression - none at this time

5. Correspondence -

a. NIOGA Library System sent a letter to all board members about First Amendment Protections

6. Treasurer/Finance Officer's Report

a. Monthly report - Michael made the motion to approve the monthly Treasurer's report, Katherine seconded the motion, motion passed in favor.

b. Discussion of current Library CDs & money market funds. As the library CD renewal will occur before the next board meeting, the executive committee will meet with information on CDs to determine the course of action.

c. Approval of bills - Patrick made the motion to approve the payment of the monthly bills, Stephanie seconded the motion, motion passed in favor.

d. Motion to transfer \$20,000 from the money market to the payroll account

- e. Approval of bills - **Stephanie made the motion to approve the payment of the monthly bills, Michael seconded the motion, motion passed in favor.**
- 7. Director's Report - available under separate cover
- 8. Committee Reports -
 - a. Finance subcommittee (Patrick, Stephanie) - discussion of financial controls
 - b. Personnel Committee (Jessica, Stephanie) - discussion of staff needs
 - c. Buildings and Grounds (Katie, Michael) - discussion of request for proposals for building needs. Windows have been cleaned and the gutters will be done shortly.
 - d. Policy Committee (Jessica, Michael, Katie) - director to share policies of other libraries.
 - e. Community outreach committee (Katie, Michael, Jessica) - Autumn in the Village was a great event. Thank you to the Village of Corfu and all of the volunteers.
- 9. Unfinished Business
 - a. none
- 10. New Business
 - a. none
- 11. Adjournment 8:15 pm - **Jessica motioned to adjourn the meeting, Stephanie seconded the motion, motion passed in favor.**

A handwritten signature in blue ink, appearing to read "Michael", is written below the text of item 11.