

CPL Monthly Board of Trustees Meeting

Wednesday, October 18th, 2023, at 6:30 pm

Present: Jason, Patrick, Katherine, Stephanie, Jessica, Michael

Also present: Diana Reding, Director

Agenda

1. Call to Order - 6:31
2. Adoption of agenda

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

3. Approval of prior meeting minutes - no changes

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

4. Period of public expression - none at this time
5. Correspondence -

- a. none

6. Treasurer/Finance Officer's Report

- a. Discussion of current Library CDs & money market funds.

- b. Jessica made a motion to change the signees for all M&T Bank accounts except the payroll account to, Jason Long, Theresa Kennedy, Jessica Doktor, and Patrick Weissend, Stephanie seconded the motion, motion passed in favor.***

- c. Discussion about getting better interest rates for the capital reserve fund.

- d. Monthly report - Jessica made the motion to approve the monthly Treasurer's report, Katherine seconded the motion, motion passed in favor.***

- 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.***