

DUNKIRK PUBLIC LIBRARY

536 Central Avenue

Dunkirk, NY 14048

Minutes

March 26, 2024

Attendees Present

Susan Nickle, Mary Beth Muldowney, Matthew Woelfle, Jason Hammond, Sara Marsowicz, Terri Sutherland, Michele Quatroche and Pam Czarniak

President Mary Beth Muldowney presided. Called to order at 4:19 p.m.

On motions duly made and seconded (names of those making and seconding the motions follow each) the following were adopted:

RESOLVED: Minutes of the January meeting were approved (S. Marsowicz; T. Sutherland)

Approval of Bill Payments & Budget Transfers

Pending clarification from our attorney regarding standard monthly payments.

Children's Room Report/Computer Lab Report

Submitted and reviewed by Pam Czarniak and Michele Quatroche respectively.

Director's Report

Submitted and reviewed by Jason Hammond.

Unfinished Business

1. File 2023 Trustee Training Records that were requested in January.

New Business

1. Resolution to override the tax cap - OK approved.
2. Approval of 2024-2025 Budget Proposal - OK approved.
3. Resolution to hold Budget/Trustee vote on June 11, 2024 - OK approved.
4. Resolution to amend Bylaws - Pending discussion with lawyer. He will revise and forward to Jason for Board review.
5. NYS Annual Library Report - mailed to CCLS & forwarded to state (T. Sutherland; M. Woelfle)
6. Advent Data Wiring Proposal - Library cost will be \$2,439.74 (15% of total; 85% covered by E-Rate through CCLS) - (S. Nickle; S. Marsowicz)
7. Staff Opinion Survey - returned by staff. Pending review and further discussion.

8. Library Policy Periodic Review/Update- nothing currently.
9. Thanks and Acknowledgements - Sent thank you to Foley, Foley & Passafaro for office furniture donation and Mary Wilson Donor Advised Fund at the Community Foundation for Greater Buffalo for \$1,000 grant in memory of Valeria F. Pawlak.
Also, acknowledgement was made to Debbie Brunner & Jack D'Agostino by Michele for all the help in getting the library news/ happenings publicized in the Observer.
10. Finance/Income - Continued meeting discussion and budget planning; Tax Cap calculated by Library Treasurer, Beverly Sutton in the amount of \$459,964.
11. Monthly Tasks - February: Annual Report to NYS completed, Board set election & budget vote date completed, and Treasurer calculates tax cap completed.
March: Resolution to override the Tax Cap completed and Approval trustee vote legal notice will be upcoming in the following months. April: Get trustee candidate petitions from R. Schofield and set a date for the completed petitions to be returned to the library director.

Executive Session

Called to order by Mary Beth Muldowney, president at 4:47 p.m. to discuss personnel payroll matters. Session concluded at 5:09 p.m.

Next meeting is scheduled for May 28, 2024..

S. Marsowicz & M. Woelfle motioned for the meeting to be adjourned at 5:41 p.m.

Respectfully submitted by,
Susan Nickle, Secretary