

Seymour Library Board of Trustees  
Minutes May 17, 2023

Attendance: B LoBracco, M Brown, D Pophal, K Sharpe, K Andriatch, Mike Andriatch, Patrick Pittman

Absent: S Maar, L Caruso, G Gustke,

Guests: A Crane (Village liaison) E O'Hara (Foundation liaison)

I. Meeting called to order at 6:36 PM by B Lobracco

II. Public Comments/Correspondence: none

III. Action Items:

1. Adoption of agenda: motion by Don Pophal, second M Andriatch. Motion passed unanimously .
2. Motion to approve minutes of April 19, 2023 meeting by D Pophal, second M Andriatch. Motion passed unanimously.
3. Motion to approve Bills to be paid: by Don Pophal, second K Andriatch. Motion passed unanimously.
4. Finance Report: No discussion. Bills to be reviewed in June by M Andriatch and D Pophal

IV. Reports/Discussion

1. President:

a. Bernie reported that he attended meetings: Personnel, Policy, Foundation meetings.

b. Bernie reports will be away 5/18-6/6/23

2. Director: (full report sent separately)

a. Beginning preparation for the Solar Eclipse in 2024

b.

C. Federal Work Study employee has completed for this semester, plan is to bring this individual back in Sept 2023.

D. Simmons University Librarian intern to start June 12 thru Aug 15th working towards hours needed for graduation.

E. Librarian 1 position has been posted

F. Preparing for NYS wage increase in 2024

G. Looking to review contract for cleaners and research landscaping contracts

H. working with Sweden Recreation Center and Brockport Central School for outreach for summer reading program

I. AED is in place and training was received on its use

3. Liaison and Committee Reports;

a. Friends and Foundation:

- i. Friends: Book sale netted \$2900.00. The Friends will be running a membership campaign. Next meeting is June 19th

ii. Foundation: After Hours Event netted close to \$10,000. Next event is the Garden Tour to be held July 15th. Working on applying for grants.

B. Village: A Crane reported the Main St bridge is now under construction and will remain closed for 18 months.

C. Sweden: No report

D. Facilities and Operations: Don stated 3 paint contractors responded to the request for proposal, 1 quote was received. After discussion, the board decided to move forward with the following: Motion by D Pophal to approve awarding the painting contract to Sekulas Precision Painting in the amount of \$85,600 with approval to make payment as follows: 20% down, 60% paid at 80% completion, second by M Andriatch. All present indicated aye: M Andriatch, D Pophal, B LoBracco, M Brown, K Andriatch, K Sharpe. Motion passed

E. Maker Space Committee: No report

F. Finance Committee: No re

G. Marketing/Strategic Planning: No report

H. Personnel: Met May 16, discussed Employee handbooks to be provided to all staff. A luncheon will be hosted by the Board on Aug 16th at 1:30 with Seymour Library Staff invited.

I. Policy Committee: Met May 11th, discussed creating a policy in regards to naming rights and memorials at the Library

J. Nominating Committee: No report

Next meeting: Wednesday, June 21<sup>h</sup>, 2023 at 6:30 pm

Motion to adjourn meeting D Pophal, second K Sharpe, passed unanimously at 8:15 pm

Respectfully submitted by K Sharpe