**Waterford Public Library**

117 Third Street, Waterford, NY

Board of Trustees Meeting Minutes of April 11, 2023

**Attendees:**

Director: Tim McDonough

Trustees present: Christine Connell, Liz Callaghan, Francis Hogan, James Formosa,

Richard Wohnsen

President Chris Connell called the meeting to order at 6:00 pm. Richard Wohnsen mentioned that, due to health concerns, he may not be able to continue to serve on the board as trustee. He will continue to serve at this meeting and possibly the next meeting but will decline to run for election to the board in June.

**Minutes:**

Minutes were reviewed – there were no corrections, additions or deletions. Motion to approve the minutes was made by Francis Hogan and seconded by James Formosa. All in favor, none opposed.

**Financials Reviewed:**

* Balance Sheet - Citizens Operating Fund balance on February 28, 2023 was $8,840.96.
* Total expenditures for January were $22,705.69. Motion to approve General Ledger was made by Liz Callaghan, seconded by Francis Hogan - all in favor, none opposed.
* Review and approval for payment of January 2023 warrants – motion to approve was made by Chris Connell, seconded by Francis Hogan - all in favor, none opposed.

**Director’s Report:**

* Report handed out by Director Tim McDonough and reviewed.
* Additionally, the SALS board approved the Waterford Construction Challenge Grant for the Project Manager for the new roof in the amount of $3,792.  There were more applications than the money available.”
* Other items included the acquisition of museum passes which will be provided to the Slater, Mass MOCA, Hildene and the Clark. Also, Tara acquired three fishing poles from the Department of Conservation. It was also noted that the Children’s Hedgehog project, provided by Judy Hubre, served 25 children. Additional projects for the school break week include Glow worms and board games.
* Motion to accept the Director’s Report was made by James Formosa and seconded by Chris Connell – all in favor, none opposed.

**Old Business:**

* Board Retreat – Liz will investigate the availability of either the Community Center or the Visitor Center to have the retreat on a Monday, Tuesday, or Wednesday sometime during the first three weeks of May, from 4:00 to 8:00 pm.
* Director Tim McDonough had a productive meeting with the new school superintendent, Michael Healy. They will put information on their budget flyer about the Library’s summer reading program.
* Sexual Harassment training – not necessary for board members.
* Open Meeting Policy – motion to accept was made by James Formosa and seconded by Liz Callaghan. All in favor, none opposed.
* Waterford Softball donation – Chris Connell will talk to the Friends of the Library about splitting the $200 cost. Liz Callaghan made a motion to approve spending $100 to support the Softball program. Motion seconded by Chris Connell. James Formosa and Richard Wohnsen voted yes. Francis Hogan recused himself due to a conflict of interest.

**New Business:**

* 2024 Library Budget – the budget has a 1.76% increase over the 2023 budget. Motion to approve the budget was made by Francis Hogan and seconded by James Formosa.
* SALS 2023 Annual Board of Trustees meeting will be held on Monday, May 15th from 5:00 – 9:00 pm at the Excelsior Springs Event Center in Saratoga Springs.
* A Community Art Program for the fall was discussed. Richard Wohnsen mentioned Troy’s Collar Works as a participant and Chris Connell also suggested Diane Steele. Director Tim McDonough will talk to Amsure concerning liability. This could also include a multi-session writing class.

**Public Comment:** none

The next meeting will be held on June 13, 2023, at 6:00.

Motion to adjourn made by Chris Connell at 6:59, seconded by Liz Callaghan. All in favor, none opposed.

Respectfully submitted,

Liz Callaghan, Board of Trustees Secretary