July 21st 2025 Minutes

Call to order - meeting was allied to order by President Buck at 5:31pm

Attendance:

- Attending: T. Brant, N. Bromley, C. Buck, D. Fowlson, M. Piano, K. Raymond, J. Ruth, T. Winn, Interim Director Roz Conner
- Excused: G. Breuilly, G. Hinman, J. Roth

Discussion

- Minutes of the June 16th, 2025 meeting were approved for filing on a motion by N. Bromley, seconded by D. Fowlston. Ayes all.
- Financials - as the financial reports were not ready, the trustees reviewed and approved the current check register report showing items #5289+ through #5307. The report was accepted on a motion by J. Ruth, seconded by K.. Raymond. Ayes all. The addition of a new clerk will greatly improve matters of timely submitted and accurate financial reports.
- Petty Cash Fund - It was discussed and decided to establish a petty cash fund in the amount of $50.00 for small, incidental purchases. Approved on motion by T. Brant, seconded by T. Winn. Ayes all.
- Accounting Firm - On a motion by J. Ruth, seconded by M. Piano, it was unanimously decided that the library shall employ the services of Davidson-Fox firm to assist with financials and required reports moving forward. On this same topic, is was determined that the library would terminate the relationship with Chris Neville. C. Buck is

authorized to prepare a letter to Mr. Neville. There was further discussion about the ongoing issue of the late repeating on our behalf by Mr. Neville, and potential penalties because of the same. This remains unresolved currently.

- Tree Service - K. Raymond reported that she has been in discussions with the Village of Greene and she, along with Pete, will have the tree pruning issue taken care of. In the meantime, Jim Ruth volunteered to mark the trees to be pruned.
- NYS Construction Grant Revision - About the Construction Grant: at the June board meeting there was a motion to go forward with the basement project at a cost of $82,582.00 having preliminary approval from 4CLS that the State will cover 90% of that amount. It was suggested in June that we add HVAC to the room, so at the July meeting the new estimate of $93,314.00 from Principle Design was presented. Firm information is not yet available so this will be discussed further at the next meeting in August.
- The Library Director's Report prepared by R. Conner was reviewed and discussed
- Phone System - As previously discussed, the internal telephone system is outdated and no longer adequate for our needs. Pan Hero, a library employee, is also employed by Ironton Global and gave a brief presentation on the phones they offer. She was kind enough to bring in a sample phone and tried it out in various parts of the building and found it works very well. It was suggested that we secure one more quote before moving forward. We also need to determine if the library will still need services from Spectrum, and how the security alarms and fax machine will interface.

- Electricity Use - J. Ruth brought to the attention of the board that an individual has been observed plugging an extension cord into the library's external outlet and utilizing it to run and charge his electronic devices. J. Ruth volunteered to look at setting up a switch to prevent individuals from unauthorized access to our utilities.

Personnel:

The following item(s) relation to personnel were approved on a motion by T. Brant, seconded by T. Winn - Ayes all.

- Accept the resignation of Lore Sayles effective July 31st, 2025. Upon her departure, Claire Nolan will take over as Youth Services Coordinator. Claire is excellent with kids and has a lot of great new ideas.
- For Information Only - R. Conner, C. Buck, and M. Paino are working on the hiring on an account clerk to work part-time in a clerk-financial capacity to assist the director as needed. They are nearly settled on a candidate and will make an offer soon.
- R. Connor will advertise for a permanent director via 4CLS, INDEED, the library web page, etc. as soon as the account clerk is hired.

Conclusion:

Meeting was adjourned by President Buck at 6:28pm on a motion by N. Bromley, seconded by T. Winn. Ayes all.

Submitted By:
Terri Brant