

Guernsey Memorial Library

Board of Trustees

April 11, 2024

Attendance: L. Chwazik, A. Eaton, P. Wolford, D. Miner, P. Giltner, J. Clement,
C. Dalrymple, W. Burdick, K. Hazen

Meeting called to order at 8:35 pm.

Bids were opened and unanimously approved for the following:

Shelving: Creative Library Concepts CLC for \$23,412.66

motion by P. Wolford. 2nd, L. Chwazik

Bids for Engineering Services for parking lot were tabled until more is known about
County Office Building parking lot.

C. Dalrymple was given permission to accept the lowest bid for patching and
resurfacing the parking lot upon a motion by P. Giltner. 2nd, A. Eaton. Unanimously
approved.

Community Room Remodel

Ceiling: Wilcox Construction for. \$27,415 to remove old insulation, install new
insulation, grids, and ceiling tiles motion by P. Giltner. 2nd, D. Miner.

Unanimously approved.

Electrical: lights, wiring for room and elevator pit

J&A Electrical \$20,500 motion by J. Clement. 2nd, D. Miner. Unanimously approved.

Painting: Marchuska, walls, soffits, woodwork \$8,100, radiator covers \$3,450=\$11,550
motion by P. Wolford. 2nd, J. Clement. Unanimously approved.

Flooring: Motion to obtain more bids made by L. Chwazik. 2nd, P. Giltner.
Unanimously approved.

Minutes of the March 14, 2024 meeting were unanimously approved upon a motion by
P. Wolford. 2nd, P. Giltner.

Treasurer's Report: W. Burdick

We have received 76% of this years income. 54% of the budget has been spent and 78%
has been spent or encumbered with 3 months left in the fiscal year.

Motion by L. Chwazik to authorize W. Burdick to open a Money Market Account at
NBT for Guernsey Memorial Library. 2nd, A. Eaton. Unanimously approved.

Motion to put \$375,000 from General Fund to the NBT Money Market Account by
P. Wolford. 2nd, P. Giltner. Unanimously approved.

Motion to transfer \$200,000 of Capital Reserve account to NYCLASS with the balance
transferred to the Money Market Account at NBT by P. Giltner. 2nd, L. Chwazik.
Unanimously approved.

Motion by P. Giltner with 2nd, by A. Eaton to transfer the \$25,340.17 from the Capital Fund to NYCLASS. Unanimously approved.

Finance Committee:

Bills are to be paid upon a motion by L. Chwazik. 2nd P. Wolford. Unanimously approved.

Budget Transfers

Motion by L. Chwazik, 2nd A. Eaton to transfer \$1,200. from L7410.06 Contracted Services to L7410.420 Professional Development.

Transfer \$1365. from L7410.406 Contracted Services to L7410.452 Subscriptions.

Unfinished Business:

Community Room committee needs to meet.

Long Range plan was discussed and input provided.

New Business:

Policy for Expressing Breast Milk unanimously approved upon a motion by P. Wolford. 2nd, A. Eaton.

Policy for Sleeping in the Library unanimously approved upon a motion by J. Clement. 2nd, L. Chwazik.

Policy for Collection Development unanimously approved upon a motion by J. Clement. 2nd, D. Miner.

Discard of proposed books was unanimously approved upon a motion by J. Clement. 2nd, L. Chwazik.

As there was no further business, a motion to go into Executive Session at 8:56pm by L. Chwazik. 2nd A. Eaton. Unanimously approved.

The executive session was adjourned at 9:16 pm

As no action was taken, the meeting was reconvened and adjourned at 9:18pm.

Jane S. Clement, secretary

sent 4/14/24