

**Guernsey Memorial Library
Board of Trustees Meeting
September 11, 2025**

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

Meeting called to order by President A. Eaton at 6:30 pm.

Minutes of the August 14, 2025 meeting were unanimously approved upon a motion by
P. Giltner. 2nd D. Minter

Financial Report: W. Burdick

As of month end 16% of the projected revenue has been received.

As of month end 15% of the projected budget has been spent and 70% of the budget has
been spent or encumbered.

At this time we are earning 4.5% on our NYCLASS investments.

The budget surplus for 2024-2025 has yet to be finalized but looks healthy.

Finance Committee Report: The bills were paid upon a motion by J. Clement.
2nd L. Mealing.

The following Budget Transfers were made upon a motion by L. Chwazik. 2nd
D. Miner Unanimously approved.

\$210.00 from L9060.806 Health Insurance to L 9060.806-5 Vision Insurance.

\$1,200.00 from L7410.179 Library Aid Salaries (f/t) to L7410.180 Library Aids Salaries
(p/t)

Director's Report: C. Dalrymple Attached
Book Sale netted about \$1200.

Children's Librarian: K. Hazen Attached
Successful summer Reading Programs

Unfinished Business:

C. Dalrymple's letter regarding the lease agreement with the school district has been
sent to the Superintendent and the BoE members via e-mail.

Worker's Compensation

B. Doliver's ER visit bill will be sent to Worker's Comp for payment upon a motion by P. Giltner. 2nd D. Miner. Unanimously approved. He needs to be re-tested in 6 months.

Oath of Office pledges were signed by A. Eaton and L. Chwazik for their new terms.

HVAC Repairs:

LINC Air Temp Heating & Air Conditioning, Inc will be used for the HVAC repairs since they installed the system originally and have been maintaining it. A motion by L. Chwazik proposed using the Capital Reserve Fund to pay for this service. After a 2nd from J. Clement, it was unanimously approved.

Discussion regarding paying the Payroll /Personnel Coordinator was approved. Further information is needed before making it official.

As there was no further business, the meeting adjourned at 7:40 pm upon a motion by P. Giltner. 2nd L. Mealing.

Jane S. Clement, secretary