

Salamanca Public Library
Board of Trustees Meeting
March 13, 2024

FIRST DRAFT: PLEASE REVIEW AND NOTIFY ME OF ANY CORRECTIONS-I WILL THEN SEND TO THE MAYOR AND S WHITCOMB

Trustees Present: Susan Zaprowski, President, Patsi Magara, VP, Gina Matteson, Secretary Angel Fisher, Kari Kennedy

Attendees: Fred Saradin, Library Treasurer, Sandra Magiera, City of Salamanca Mayor, Jennifer Stickles, Library Manager

Community members: Kathi Gimbone and James “Jim” Leaskey

A.) Called to order at 4:02: by President Zaprowski

B.) Approve Agenda: Angel Fisher motioned to approve the agenda; Gina Matteson seconded Motion passed unanimously :5 yeas and 0 Nays

C.) February Meeting Notes: Must be amended and put up for approval at the April board meeting.

D.) Public Comments:

1. Jim Leaskey asked again about the board policy of reserving the board room for public meetings. A commitment and policy will be given at the next board meeting.
- 2.) Kathi Gimbone requested Trustee Kari Kennedy’s home address. Kari did not give it nor did President Zaprowski.

E.) Pay Bills As Warranted

Treasurer Fred Saradin discussed warrant sheet and expense report.

Angel Fisher motioned to accept warrant sheet and to pay the bills as warranted as well as the expense report.

Gina Matteson seconded the motioned

Motion passed unanimously; 5 yeas and 0 nays

F.) Review Financial Report The Library’s Profit and Loss sheet from April 1, 2023 to March 13, 2024 was presented to the board by Treasurer Saradin.

G.) Old Business: 2024-2025 Budget

- a.) Library Manager Jennifer Stickles presented the 2024-2025 budget to the board. Some changes were noted by the board. Angel Fisher motioned to accept the 2024-2025 budget with discussed amendments, Kari Kennedy seconded the motion. It was passed unanimously 5 yeas to 0 nays.

H.) New Business

- a.) **Audit:** RA Mercer estimate for audit

Gina Matteson motioned to accept the estimate for the audit; Patsi Magara seconded the motion. It was passed unanimously: 5 yeas to 0 nays.

b.) Election of New Officers for the Trustee Board

The slate for the new officers for the 2024-2025 library trustee board is as follows:

Patsi Magara, President

Angel Fisher, Vice President

Gina Matteson, Secretary

Sue Zaprowski motioned that the slate be approved to begin in April 2024 and Kari Kennedy seconded the motion. The motion was passed unanimously 5 yeas to 0 nays.

c. Change Title of Library Manager to Library Director

Sue Zaprowski motioned to change the Jennifer Stickles title from Library Manager to Library Director. Kari Kennedy seconded the motion. It was passed unanimously: 5 yeas to 0 nays.

I.) Director's Report: Jen Stickles gave an update on the month of February Stats, Collection Development, Circulation Development, and Programs. Please refer to the attached document.

J.) Executive Session:

Motion by Angel Fisher to move to executive session at 4:58, Gina Matteson seconded the motion. It was passed unanimously 5 yeas to 0 nays. Mayor Mageria and Library Director Stickles can remain present for the session.

Moved out of session at 5:59.

Meeting adjourned at 6:10